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POLICY #: P-03

Title: Incentive Payment

ISSUED: May 17, 2018

REFERENCES:

- WIOA Sec. 129
- 20 CFR 681.640; 2CFR Part 200

PURPOSE:


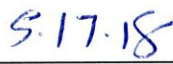
To establish a comprehensive policy for providing incentive payments to youth participants enrolled in the Workforce Innovation & Opportunity Act (WIOA).

POLICY:

Incentive payments are provided to WIOA Youth enrolled participants for recognition and achievement of a specific educational or training performance. Incentive payments must be tied to the goals of participant's individual program. An Incentive Agreement is to be outlined in I-Trac before commencement of the activity. The Incentive Agreement will specify the performance goal, timelines, description of the incentive to be provided and both the participant and subcontractor's signature. Incentives must be awarded consistently for all WIOA recipients. WIOA Youth Program Staff are to record, manage and monitor incentive payments.

Incentives may not include entertainment, such as movie or sporting events tickets or gift cards to movie theaters or other venues whose sole purpose is entertainment.

APPROVED:

Clackamas Workforce Partnership Board Chair

Date

