

	West Central Region Local Policy		
	Subject: Co-Enrollment Policy	Release Date: 8//28/25	Board Approval Date: 9/24/25
	Reference: OWD Issuance 01-2023 and subsequent issuances	Revision: 6	Effective Date: 9/24/25

Per OWD Issuance 01-2023, all customers of WIOA partners must be presented with the availability of services for which they are eligible – or potentially eligible. They must be actively engaged and assisted in co-enrolling in services they choose.

The Workforce Development Board of Western Missouri (WDB) encourages co-enrollment across funding streams to meet the needs and expectations of its customers, to leverage resources, and to eliminate duplication. The WDB will require the following co-enrollments to occur:

- All jobseekers receiving staff assisted services in a Missouri Job Center (including Youth) must be enrolled in the Wagner Peyser (WP) program. WIOA funded staff must complete a WIOA Adult Basic Career (ABC) enrollment immediately after completing a WP enrollment. Low-income status does not have to be met. WIOA General Eligibility requirements are the only requirements that must be met. These requirements can be found in OWD Issuance 07-2022 WIOA Adult and Dislocated Worker Eligibility and Documentation Technical Assistance Guide.
- All Trade Act (TAA) customers or National Dislocated Worker Grant (NDWG) customers will be co-enrolled into WIOA Dislocated Worker (DW).
- All SkillUP customers will be co-enrolled into WIOA Adult.
- Young adults, ages 18–24, may be co-enrolled in the Adult and Youth Programs when all individual eligibility requirements for each program are met, and the participant:
 1. Requires intensive services provided under one or more of the 14 Youth Program elements; **and**
 2. Requires training and/or career pathway services available through the Adult Program from providers on the Eligible Training Provider List (ETPL).
- RESEA participants should be enrolled into WIOA Dislocated Worker as appropriate.