Youth DET Contract Policy 2 – Establishing A Carry-In (Youth)

The purpose of this policy is to establish when a youth is carried into the next contract period.

A youth will be counted as a carry-in if the youth is actively participating in a countable service provided by the contractor or a partner agency as of July 1st of the new contract period.   The term actively participating is defined in Policy 8 as receiving a minimum of 5 hours of services in 90 days.

A youth will not be considered a carry-in if the youth is not receiving a service.

Unless a youth is receiving a service, a youth will not be considered a carry-in for the sole purpose of pending outcome documentation. A gap in data entry is allowed in this case. For example, the contract ends 6/30/2018 and contractor receives documentation on 9/1/2018 that youth enrolled in post-secondary education on 8/15/2018. The last service would end 6/30/2018 and the Follow-Up Service Day 1 would be 8/15/2018. This youth would enter their 12 months of follow up and would not be carried into the new contract period, but would be a positive outcome for the previous contract period. This example assumes no service was provided between 6/30/2018 and 8/15/2018.

If a youth is not pending placement, the Contractor should maintain contact, provide services, such as job search assistance, and enroll the youth in that service in DJL. This youth would be an appropriate carry in.

Contractors should maintain contact with all youth in follow up and be mindful of the time the youth has not received services. Gaps in dates of services are allowed in Delaware JobLink for up to 89 days.   On the 90th day without being in a DJL service, the youth will exit as of the last date of service.

In addition, if a youth has been in the program for more than a three year period, the contractor will have to submit a written justification for a policy waiver as to why the youth should be able to remain enrolled and continue into the program for a fourth year.