

 	Subject: Workforce Innovation and Opportunity Act Title I-B Funding Limit for Training and Supportive Services	
	Original Issue Date:	Revision Date(s):
	Approved by: Pima County Workforce Investment Board	

BACKGROUND AND PURPOSE

To establish funding limits for Individual Training Accounts (ITA) and Supportive Service for Workforce Innovation and Opportunity Act (WIOA) Title I-B Adult, Dislocated Worker (DW), and Youth programs. This policy is in effect until revised and applies for current and future program years.

DESCRIPTION

Individual Training Accounts (ITA) are created for WIOA Title I-B Adults, Dislocated Worker (DW) and Youth for occupational skills training (OST), apprenticeships, On-the-Job Training (OJT), and pre-apprenticeships.

Support services are provided to enable eligible WIOA Title I-B Adult, DW and Youth to complete their identified career and educational goals identified on the Individual Career Plan (ICP) or Individual Service Strategy (ISS).

Incumbent Worker Training (IWT) is training for individuals who are eligible for the incumbent worker program and are seeking training or retraining assistance on behalf of an employer.

Funding caps are set as a means to fiscally allocate appropriate programmatic funding levels for ARIZONA@WORK Pima County One-Stop. Title IB program managers or their designees may increase the respective caps on a case-by-case basis in adherence to WIOA Title I-B Training policy.

The Workforce Investment Board (WIB) has identified the following target sectors in the Local Plan:

- Aerospace & Defense - Manufacturing
- Emerging Technologies
- Logistics – Supply Chain Network
- Health & Bioscience
- Natural & Renewable Resources
- Infrastructure- Construction

FUNDING ALLOCATIONS FOR TRAINING

The WIB has established the following training dollar minimums for Title IB training:

Type of Training	Adult	DW	Youth	Incumbent Workers
Occupational Skills (OST)	\$3,500.00	\$3,500.00	\$4,500.00	\$3,500.00
Apprenticeships	\$3,500.00	\$3,500.00	\$4,500.00	\$3,500.00
On-The-Job Training (OJT)	Up to 50% reimbursement of wages up to \$3,500.00			
Incumbent Worker Training (IWT)	\$3,500.00			
Customized Training	\$3,500.00			

FUNDING ALLOCATIONS FOR SUPPORTIVE SERVICES

The WIB has identified the following supportive service limits per WIOA funding stream:

Title I-B Adult	\$500.00
Title I-B Dislocated Worker	\$800.00
Title I-B Youth	\$500.00

WORK EXPERIENCE (WEX)

WIOA Youth Work Experience is limited to no more than 300 hours per program year at a rate per hour matching Pima County's livable wage standard of \$15.00.

TRANSITIONAL JOB (TJ)

Adult Transitional Job is limited to no more than 200 hours per program year at a rate per hour matching Pima County's livable wage standard of \$15.00.

ADDITIONAL FUNDING PROCEDURE

Workforce Development Specialists (WDS) seeking additional funding for their participant may request additional funding above the specified limit and must be approved by the respective program manager or designee.

Participants must be actively participating in an approved training program; actively engaged with WDS (as evident in AJC case notes); currently attending the program and are eligible for financial aid but the aid does not cover the cost of the balance; not have a lot of financial support from family, which cause them to take out student loans or sell items to cover the payments required in their payment plan agreements; or all resources for additional funding are utilized with the exception of student loans.

1. WDS writes a letter of justification for the request
 - A. Letter is submitted along with the client training packet for consideration
2. Participant writes a letter of justification for the additional funding request
 - A. Includes: plan to move forward with training if additional funds are not approved and actions/steps they will take to complete payment

Program Manager will review training packet and justification letters for additional funding and make a determination based on:

1. Training program that will aid participant in obtaining self-sufficient, long term employment
2. Review the budget or current allocation
3. Participant is in good standing at training program
4. Review the current local labor market information