



**CATAWBA TAA INSTRUCTION NUMBER:** 10-03

**TO:** All Catawba WIA One-Stop and Intensive Service Staff

**SUBJECT:** Leveraging Financial Aid towards Training Costs

**ISSUANCE DATE:** July 14, 2010

**EFFECTIVE DATE:** Immediately

**PURPOSE:** To issue State policy on applying financial aid towards approved training costs.

**BACKGROUND:** The workforce system strives for a seamless delivery of training services under the Workforce Investment Act (WIA) and the Trade Adjustment Assistance (TAA) programs. However, there are significant differences in how financial assistance can be applied towards training costs for each program.

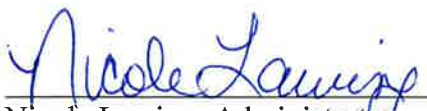
Per the Trade Adjustment Assistance Act of 2009,(D)(5)(2), training related costs are paid for with TAA training funds, *regardless* of what other financial assistance may be available (including state and federal financial aid).

Per Workforce Investment Act Regulations, Part 663.320 (b), all training costs may be paid with WIA funds *after* all other funding sources (including state and federal financial aid) have been applied. Participants are required to apply for and use financial aid to pay for curriculum costs.

**POLICY:** Participants in TAA approved training are not required to apply for financial aid. Should they choose to apply for financial aid; the funds can be used for living expenses. A participant can volunteer to use his/her financial aid towards curriculum costs to meet the "reasonable cost" requirement for training approval.

**ACTION:** All applicable Catawba WIA service providers and one-stop workforce center staff will implement and comply with these instructions.

**INQUIRIES:** Questions regarding this instruction may be directed to Brigette Miller or Nicole Lawing at 803-327-9041.

  
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Nicole Lawing, Administrator  
Catawba Workforce Investment Area

  
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Date

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