

 <p>MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD</p>	<p>SECTION/REFERENCE: WIOA Final Rule 680.300-310</p>	<p>POLICY NUMBER: 03</p>
	<p>ORIGINAL ISSUE DATE: December 2020</p>	<p>REVISION DATE: August 2022</p>
	<p>AUTHORIZED BY: Maricopa County Workforce Development Board</p>	
<p>SUBJECT: Training Services Limits – Adult, Dislocated Workers and Youth</p>		

**Purpose:** To establish funding limits for Individual Training Accounts for Adult, Dislocated Worker, and Youth Programs. This policy is in effect until revised and applies for the current and all future Program Years.

**Responsibility of:** Title I-B Service Provider Staff

**Process Description:** Individual Training Accounts (ITAs) are created for Adults, Dislocated Workers, and Youth approved for occupational training services provided by an eligible training provider. The ITA is a payment agreement established on behalf of a participant with a training provider to purchase training services. The ITA identifies the training provider selected by the participant in consultation with the Career Advisor (CA), the training program, start and end dates, cost of training, grants/scholarships applied to the cost of training, and total WIOA funds obligated for the training. The training provider must be on the Eligible Training Provider List (ETPL) for WIOA funds to be obligated for training.

ITA limits may vary for Adults, Dislocated Workers, and Youth based on fund source and/or the industry sector of their chosen area of training. The ARIZONA@WORK- Maricopa County Workforce Development Board has identified targeted industry sectors in its workforce plan which include:

- Construction
- Finance and Insurance
- Healthcare and Social Assistance
- Information Technology
- Manufacturing
- Transportation and Warehousing

Within the targeted industry sectors, the ARIZONA@WORK- Maricopa County Workforce Development Board has identified 83 targeted occupations. To ensure participants are on a career path to lead them to lasting employment, Adult, Dislocated Workers, and Youth participants will explore career pathways within the in-demand occupations. Funding is determined based on in-demand industries. Individuals receiving training in in-demand sectors outlined by the MCWDB are eligible for higher funding levels than those selecting non-targeted industries.

ARIZONA@WORK – Maricopa County has established the following tiered ITA limits:

Type of Training	Adult/Dislocated Worker – Targeted	Adult/Dislocated Worker – Non-Targeted	Youth Targeted	Youth Non-Targeted
Occupational Skills	Up to \$10,000	Up to \$5,000	Up to \$12,000	Up to \$6,000
Apprenticeships	Up to \$7,000	Up to \$5,000	Up to \$7,000	Up to \$5,000

### **Policy Management**

Administrative revisions to the policy which are consistent with local, state, and federal laws, may be made by the Maricopa County Workforce Development Board Executive Director, with notice to the MCWDB Board’s Executive Committee. All other substantive revisions will go to the MCWDB’s Executive Committee for review and recommendation to the full MCWDB for approval.