
Number: 26-001
Date: July 1, 2025
Expiration: June 30, 2026

TO: Division of Employment and Training Services Staff
FROM: Paloma Harbour, Director *PJA*
SUBJECT: Individual Funding Limits

This advisory is to provide Division of Employment and Training Services (DETS) staff with individual funding limits for various programs delivered through the division during Program Year 2025/State Fiscal Year 2026.

To ensure effective and efficient use of training and support services funds, the limits are based on Individual Employment Plans (IEP), for new enrollees. STEP funds may be used for either training or support services but cannot exceed the total in the table provided below. SAEF funds may only be used for support services in combination with a SAEF-funded training service.

The total funding for an IEP **may not exceed \$20,000** for all programs combined.

The program limits are as follows:

Program	Training Services	Support Services
WIOA Adult	\$15,000	\$12,500
WIOA Dislocated Worker	\$15,000	\$12,500
SAEF – State Apprenticeship Expansion Formula	\$5,000	
STEP – State Training and Employment Program	\$15,000	
Additional support for STEP sub-award participants	N/A	\$5,000

Exceptions to this advisory must be approved by the Division Director.

Any questions regarding this Workforce Advisory should be directed to Demetria Veasy, DETS Assistant Director, Workforce Development, (907) 269-4733.