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**TO:** Workforce Innovation and Opportunity Act Funding Recipients  
State Training and Employment Program Funding Recipients

**FROM:** Patsy Westcott, Director *Patsy Westcott*  
Division of Employment and Training Services

**SUBJECT:** Individual Funding Limits

The Director of the Division of Employment and Training Services (DETS) annually determines funding limits for participants in programs authorized under the Workforce Innovation and Opportunity Act (WIOA) and State Training and Employment Program (STEP).

This advisory is to provide DETS staff, WIOA and STEP grant sub-recipients and partners, with individual funding limits for State Fiscal Year 2019 / Program Year 2018.

Funding limits are comprised of two categories: training services and supportive services. Each program has a limit for each category, and a combined limit per participant that must not be exceeded. STEP funds can be used for either service, not to exceed the total combined limit per participant.

To ensure effective and efficient use of training and support services funds, the limits for new participant enrollees are as follows:

<b>Program</b>	<b>Training Services</b>	<b>Support Services</b>	<b>Total Limits Combined per Participant</b>
WIOA Adult	\$10,000	\$10,000	\$17,500
WIOA Dislocated Worker	\$10,000	\$10,000	\$17,500
WIOA Youth	\$10,000	\$7,500	\$17,500
TET DWG	\$8,000	\$8,000	\$8,000
NHE DWG	\$2,400	\$1,000	\$3,400
SFY19 STEP sub-award participants	Unique to each subaward, not to exceed \$5,000		
STEP including co-enrolled with WIOA through Job Centers	\$10,000	\$10,000	\$10,000
Additional support for SFY19 STEP sub-award participants provided through Job Centers	N/A	\$5,000	\$5,000

The DETS Assistant Director of Workforce Development, or designee, is authorized to approve exceptions to the WIOA Adult, Dislocated Worker, Youth, and TET DWG program participant limits.

Exceptions to STEP funding limits are not permitted.

WIOA Youth work experience may not exceed the training services limit.

Any questions regarding this Workforce Advisory should be directed to [Shawna Harper](#), DETS Assistant Director, Workforce Development, (907) 465-1882.