



WS 09-10

Reissued:
February 5, 2010

To: Career Office Contractors

FROM: Rodney Bradshaw
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SUBJECT: Managing Financial Aid: Using Recovery Act Funds – Reissued

Purpose

Reissue Financial Aid Income Guidelines and instructions for using American Recovery and Reinvestment Act (Recovery Act) for financial aid.

Customers tagged as Recovery Act Dislocated Workers attending training through one of the Recovery Act Training for Jobs projects will not be required to contribute to the cost of the training.

Background

Recovery Act funds are available through several funding streams (WIA Adult, WIA Dislocated Worker, WIA Youth, and Child Care Development Fund) to pay for financial aid needs of our customers.

These four Recovery Act fund streams are now available through the Payment Office.

Use of Funds

Recovery Act funds can be used to provide any form of financial aid we offer customers.

The differences from regular funds are:

- staff must complete a full financial aid application to determine an individual eligible for Recovery Act WIA Adult dollars or Dislocated Worker dollars,

Exception: A full financial aid application is not required when determining an individual eligible for Recovery Act WIA Dislocated Worker dollars for financial aid less than \$200.

- We won't require a co-payment – from a customer who is tagged as Recovery Act WIA Dislocated Worker – for financial aid for training through one of the Training for Jobs projects.
- We will require a co-payment - from a customer who is tagged as Recovery Act Dislocated Worker - for financial aid for training funded through the Financial Aid Payment Office - when the individual's family income is 200% or more of the poverty level.
- Recovery Act WIA Adult income guidelines are lower than regular WIA Adult,
- Recovery Act WIA Youth age requirement is 14-24.

Use the Recovery Act funds first to provide financial aid for customers, when possible.

Fund Codes

Staff must track services for customers as we do for any customer. Use the following TWIST fund codes to track service paid for with Recovery Act funds:

- 173 WIA Adult – Stimulus
- 174 WIA Dislocated Worker – Stimulus
- 175 WIA Youth – Stimulus

Note: TWC used the identifier “stimulus” when referring to the Recovery Act funds.

Action

- Make sure staff understands how to determine eligibility for the Recovery Act funds.
- Make sure all customers tagged with ARRA have a current service plan in TWIST.
- Make sure all customers tagged with ARRA have a completed financial aid application.

Questions

Direct questions first to your supervisor and office managers. Direct questions for the Board staff to Ginger Rogers ginger.rogers@wrksolutions.com or 713.627.3200.

Attachments

- Financial Aid Income Guidelines (Reissued Corrected Version February 4, 2010)