

Local Workforce Southern Middle
Southern Middle Tennessee Local Workforce Development Board
TRAINING & SUPPORT ACCOUNT LIMIT

I. BACKGROUND:

An Individual Training Account (ITA) is used by a participant to access training services from a provider on the State's approved Eligible Training Provider List (ETPL). Section 134(c)(3)(D) of the Workforce Innovation and Opportunity Act (WIOA) identifies the training services that may be provided, and Section 134(c)(3)(F)(iii) allows for the payment of the Individual Training Account. Training for Adults, Dislocated Workers, and Out-of-School Youth will be in the demand occupations and sectors as identified in the State, Regional, and Local Plans and approved by the Board.

II. PURPOSE:

This policy will establish monetary limits for Individual Training Account (Scholarship) & Support funding for Adults, Dislocated Workers, and Out-of-School Youth as determined eligible and suitable for training services. Such guidelines will be consistent with WIOA Section 134(c)(3)(F)(iii) and approved by the Southern Middle Tennessee Local Workforce Development Board.

III. INSTRUCTIONS:

Waivers to this policy may be granted on a case-by-case basis subject to the approval of the Board.

- A. Account Limits.** The following limitations shall apply to the combination of Training Scholarship accounts and support funding as described in Section III of the Supportive Services Policy. The limits apply to each new Adult, Dislocated Worker, and Youth Scholarship Account and may be changed by the Board.
1. **Priority Sectors:** Each new Scholarship Account for a training program in a priority sector — the in-demand occupations and sectors identified in the State, Regional, and Local Plan and approved by the Board — is limited to a maximum amount of **\$5,000 per participant**, during the participant's enrollment period without separation (i.e., exit from the program).
 2. **Non-Priority Sectors:** Each new Scholarship Account for a training program outside of the Board-identified priority sectors is limited to a maximum

amount of **\$2,500 per participant**, during the participant's enrollment period without separation (i.e., exit from the program).

3. Youth participant wages are not included in the amounts above.
4. **Braiding of Funds:** When a participant is served by more than one funding stream administered by the Board, funds may be braided — that is, combined across funding streams — to support the participant's training. For example, a participant may receive up to the applicable limit from one funding source and up to the applicable limit from a second funding source, allowing a combined award greater than a single limit alone. Braiding of funds is permitted at the discretion of the Program Director for a participant wanting to continue their education. All braided funds remain subject to the eligibility, allowability, and documentation requirements of each individual funding source, and nothing in this provision authorizes the duplication of payment for the same cost from more than one funding source.
5. Occupations listed on the Healthcare Training High Demand listing may exceed the amounts stated above with prior approval.
6. Customers who receive grants from sources such as Pell, State training funds, or other sources that are sufficient to pay the costs (tuition, books, fees, etc.) of their Training and/or Support Services shall not receive WIOA funds. Exclusions such as the G.I. Bill may apply.

B. Additional Criteria to Use Training Funds:

1. Training provider must be approved on the Eligible Training Provider List (Adult and Dislocated Worker only)
2. The SMTLWDB may approve training services for occupations determined by the Board to be in sectors of the economy that have a high potential for sustained demand or growth in the local area.
3. Training must result in a recognized credential such as a degree, certificate, license, etc.

C. Grandfather Clause:

- Customers who have submitted training or support applications prior to the execution of this policy shall not be affected by its terms and conditions.

D. ITA Coordination:

- This policy does not change, modify, or set aside any other policies or procedures regarding the issuance of Individual Training Accounts. This policy is intended to address only the account limits for training and support.

IV. CONTACT:

All costs must be reasonable, allowable, and allocable for all expenses. The Board reserves the right to request changes for regional coordination.

Questions concerning the above may be addressed to the Executive Director of SMTLWDB / Staff to the Board.

V. EFFECTIVE DATE:

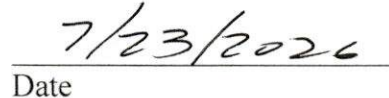
This policy is effective on 07/23/2026 and remains in effect until revisions are deemed necessary by the SMTLWDB Board.

The Training & Support Account Limit policy is hereby adopted and approved by the Southern Middle Tennessee Local Workforce Development Board, effective 07/23/2026.



Board Chair

Southern Middle Tennessee Local Workforce Development Board

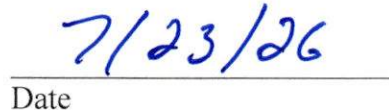


Date



Executive Director

South Central TN Development District



Date