



Title: Limited Funding Policy	Related Forms: No
Effective Dates: 4/10/2025 – 6/30/2025	Programs Affected: Adult, Dislocated Worker

Purpose

To establish a policy for allocating and obligating funds when the Greater Roanoke Workforce Development Board (GRWDB) determines that funding is limited, ensuring continued access to workforce development services, including WIOA Title I programs, throughout the program year (July 1st through June 30th).

Policy

This policy will take effect upon approval by the GRWDB for the specific programs above and will remain in effect only for the approved duration.

When the GRWDB enacts this policy, the following steps will be implemented within the programs to ensure continued service delivery during periods of limited funding:

- A maximum of \$3,500 will be provided through an Individual Training Account (ITA) for a participant per year.
- No waivers shall be approved by the Executive Director to exceed the ITA maximum amount through June 30th.
- The total amount of funding to be approved per participant, including ITAs, other training services such as OJT, Work Experience, etc., and supportive services, will be reduced to \$3,500 per year through June 30th.
- Funding will be authorized by staff on a first-come, first-serve basis. Staff will begin with participants currently enrolled in the WIOA Title I Adult and/or Dislocated Worker program, taking into consideration date of enrollment in the program to establish priority. Staff will then look at current waitlists, interest forms, and referrals by date they have been received.
- WIOA Title I Adult funds will only be obligated to individuals who fall into a Priority of Service category, which will be documented and uploaded to the electronic case file.
- Funding will only be authorized for activities and/or services that lead to employment in targeted, in-demand industries/occupations as follows:
 - Manufacturing
 - Healthcare and Life Sciences
 - Construction
 - Information Technology