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**Mark Sanford**  
Governor

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Executive Director

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**STATE TAA INSTRUCTION NUMBER:** 10-03

**TO:** Local Workforce Investment Areas (LWIAs)  
**SUBJECT:** Leveraging Financial Aid towards Training Costs  
**ISSUANCE DATE:** July 6, 2010  
**EFFECTIVE DATE:** Immediately

**PURPOSE:** To issue State policy on applying financial aid towards approved training costs.

**BACKGROUND:** The workforce system strives for a seamless delivery of training services under the Workforce Investment Act (WIA) and the Trade Adjustment Assistance (TAA) programs. However, there are significant differences in how financial assistance can be applied towards training costs for each program.

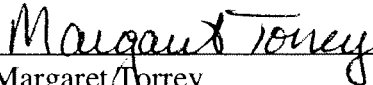
Per the Trade Adjustment Assistance Act of 2009,(D)(5)(2), training related costs are paid for with TAA training funds, *regardless* of what other financial assistance may be available (including state and federal financial aid).

Per Workforce Investment Act Regulations, Part 663.320 (b), all training costs may be paid with WIA funds *after* all other funding sources (including state and federal financial aid) have been applied. Participants are required to apply for and use financial aid to pay for curriculum costs.

**POLICY:** Participants in TAA approved training are not required to apply for financial aid. Should they choose to apply for financial aid, the funds can be used for living expenses. A participant can volunteer to use his/her financial aid towards curriculum costs to meet the "reasonable cost" requirement for training approval.

**ACTION:** You are responsible for the distribution and implementation of this policy within your local workforce system or agency.

**INQUIRIES:** Questions regarding this instruction may be directed to Michelle Paczynski at 803-737-3828 or mpaczynski@dew.sc.gov.

  
Margaret Torrey  
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Employment and Training