
**Workforce Investment Act
State Compliance Policies**

SECTION: 1.9

Individual Training Accounts

August 2005

I. General:

- A. Individual Training Accounts (ITAs) are established on behalf of an eligible individual to finance training services (§663.400).
- B. WIA Title I adults and dislocated workers will select from the list of eligible training providers who best meet their needs in consultation with their case manager (§663.410).
- C. Training shall be directly linked to occupations that are in demand in the local area or in another area if the adult or dislocated worker is willing to relocate and in an approved industry sector as outlined by the GWIB. The LWIB may approve training services for occupations they determine to have a high potential for sustained demand or growth in the local area [134(d)(4)(G)(iii)] if approved by the GWIB.
- D. ITAs will be available through the One-Stop delivery system with the exceptions listed in paragraph VI of this section [134(d)(4)(G)(ii)(I)].

II. Eligibility For Individual Training Accounts:

WIA funding for training is limited to eligible participants who:

- A. Are unable to obtain grant assistance from other sources to pay the costs of their training [134(d)(4)(B)(i)(I)]; or
- B. Require assistance beyond that available under grant assistance from other sources to pay the costs of such training [134(d)(4)(B)(i)(II)].

III. Payments Of ITAs (663.410):

- A. Payments may be made in a variety of ways, including electronic transfer of funds through financial institutions, vouchers, or other appropriate methods.
- B. The LWIB will determine when payments will be made, incrementally or at different points in the training.

IV. Limitations On ITAs:

- A. The LWIB may impose limitations on the dollar amount and/or duration based upon criteria established by the board [§ 663.420(a)].

- B. There may be a limit for an individual participant that is based on their needs as identified in the Individual Employment Plan (IEP); or the LWIB may establish a range of amounts and/or a maximum amount applicable to all ITAs [□ §663.420(b)(1&2)].
 - C. Any limitations established by the LWIB must be described in the Local Plan and must ensure that training services are provided in a manner that maximizes customer choice in the selection of an eligible training provider. ITA limitations may provide for exceptions to the limitations in individual cases [§663.420(c)].
 - D. An individual may select training that costs more than the maximum amount available for the ITAs under a state or local policy when other sources of funding are available to supplement the ITA. These other sources may include: Pell Grants, scholarships, severance pay, etc. [§663.420(d)].
- V. ITAs For Youth (§664.510): Nevada has been granted a U.S. Department of Labor waiver as indicated in the current State Plan.**
- A. ITAs are allowed for youth except for those individuals age eighteen (18) and above who are eligible for training services under the adult and dislocated worker programs.
 - B. To the extent possible, in order to enhance youth participant choice, youth participants should be involved in the selection of educational and training activities.
- VI. Other Mechanisms For Payment [§663.430(a)(b)]:**
- Contracts for services may be used instead of ITAs when the LWIB has requested and received a waiver for one of the following three exceptions:
- A. When the services provided are on-the-job training (OJT) or customized training;
 - B. When the LWIB determines that there are an insufficient number of eligible providers in the local area to accomplish the purpose of an ITA system. The local plan must describe the process for selection of providers under a contract for services system. This process must include a public comment period for interested providers of at least thirty (30) days;
 - C. When the LWIB determines that there is a training program of

demonstrated effectiveness offered in the area by a community-based organization (CBO) or another private organization to service special participant populations that face multiple barriers to employment as described in §663.430(b). The LWIB must develop criteria to be used in determining demonstrated effectiveness, particularly as it applies to the special participant population to be served. The criteria may include:

1. Financial stability of the organization;
2. Demonstrated performance in the delivery of services to hard to serve participant populations through such means as program completion rate; attainment of the skills, certificates, or degrees the program is designed to provide; placement after training in unsubsidized employment; and retention in employment; and
3. How the specific program relates to the workforce investment needs identified in the local plan.