TRRC Workforce Financial Aid for the 2024-25 Academic Year

Guidelines & Call for Proposals – Due Date March 28, 2024

The Tobacco Region Revitalization Commission's (TRRC) Workforce Financial Aid Program (WFA) is open to Community Colleges and Higher Education Centers and New College Institute serving the Tobacco Region. Funding is intended to remove financial barriers for Tobacco Region residents working to obtain nationally recognized workforce and post-secondary credentials required for employment in in-demand careers with Tobacco Region employers.

Due Date: The Commission will accept proposals submitted through TRRC's online application portal through **Thursday, March 28, 2024,** for WFA funding to serve permanent residents of Tobacco Region localities in the **2024-25 academic year**. The current FY24 Commission budget allocates $2.2 million to support Workforce Financial Aid proposals. The Commission intends to act on proposals submitted by the March 28, 2024, deadline at its meeting in May 2024. For assistance or questions about program objectives and requirements, please contact the TRRC Grants Staff.

Funding Categories & Application Requirements: The Commission's eligible funding categories for the WFA Program are listed below.

Category	Program	Definition	Required for Submission
1	**Workforce Credentials***	Short term, non-credit certificates approved by VCCS under Fast Forward Training Program	• List of all short-term, noncredit workforce credential training requested for scholarship support under Category 1
2	**Non-G3 Eligible Programs in STEM-H and Advanced Manufacturing**	For Credit Certificates, Diplomas, Degrees in STEM-H and Advanced Manufacturing fields not eligible for G3 program. DO NOT INCLUDE DUAL ENROLLMENT HERE (see Category #4)	• List of all Non-G3 STEM-H and Advanced Manufacturing, requested for scholarship support under Category 2 • Total amount of scholarship funding requested for Non G3-Eligible Programs that are for non-dual enrollment students.
3	**G3 Eligible Programs in STEM-H and Advanced Manufacturing**	For Credit Certificates, Diplomas, Degrees in STEM-H and Advanced Manufacturing fields eligible for G3 program. DO NOT INCLUDE DUAL ENROLLMENT HERE (see Category #4)	• List of all G3-Eligible programs requested for scholarship support under Category 3 • Total amount of scholarship funding requested for G3-Eligible Programs for non-dual enrollment students.
4	**Dual Enrollment Programs in IT and Advanced Manufacturing**	For Credit Certificates, Diplomas, Degrees in IT and Advanced Manufacturing fields targeted to high school students in 9th-12th grade who meet the admissions requirements of the college.	• List of all Information Technology and Advanced Manufacturing programs requested for scholarship support under Category 4 • Total amount of scholarship funding requested for programs that are for dual enrollment students.
5	**High-demand occupations (to be approved by TRRC)**	For Credit Certificates, Diplomas, Degrees. Non STEM-H or Advanced Manufacturing. Limited to two (2) specific areas of study (General Studies degrees not eligible).	• List of programs under Category 5 • Total amount of scholarship funding requested for specified high demand programs. • Must include documentation of employer demand.
6	**Testing Fees**	50% of fees for first time credential certification testing administered by a third party for Students in for-credit programs for STEM-H or Advanced Manufacturing fields.	• List of credential tests to be supported under Category 6 • Total amount of scholarship funding requested for defined students. Limited to total of $24,000 for Tier I/ $10,000 Tier II

*For Students receiving FastForward Workforce Credential funding, TRRC will support one-sixth of the cost of training program and certification (half of one-third share the student is responsible for), with the remainder to be covered by FFWC and potentially state FANTIC funds or other sources. However, TRRC will allow up to 50% tuition reimbursement for FFWC-eligible training cohorts conducted during periods when FFWC funding is not available due to state funding limitations. When requesting reimbursement, documentation should include the date FFWC funds were exhausted or limited by Virginia Community College System.

Eligible uses of WFA: WFA support shall be used only for tuition and mandatory fees. WFA may also be used to cover 50% of testing fees for industry-related credentials in eligible pre-approved by the TRRC (see Grant Conditions section for more information). WFA funds may not be used for books, transportation and other expenses.

Funding Requests: The current FY24 Commission budget has $2.2 million available to support Workforce Financial Aid grants in the 2024-25 school year. *Tier I Requests:* Community Colleges where the majority of the student population is from TRRC localities may apply for up to $240,000. *Tier II Requests*: Community Colleges without a majority of TRRC localities in service area, and Higher Education Centers in the region may apply for up to $100,000.

- *Tier I Community Colleges:* Central Virginia, Danville, Mountain Empire, Patrick & Henry, Southside Virginia, Southwest Virginia, Virginia Highlands, Wytheville
- *Tier II Community Colleges and Higher Education Centers*: Brightpoint, New River, Virginia Western; New College Institute, Southern Virginia Higher Education Center, Southwest Virginia Higher Education Center

Grant Conditions:

- **Matching Funds:** Grantees must provide at least dollar-for-dollar matching funds.
- **Documentation Requirements:**
  - Grantees must report, on an individual student basis, the full distribution of all financial aid and/or other funding used to meet that student's financial responsibility for tuition and mandatory fees. This documentation may be marked "confidential" to protect student privacy, and the Commission asks that any other sensitive data (such as security numbers, student health or disability status, etc.) be redacted. Grantees are expected to work with the college's financial aid office to track scholarship commitments through the People Soft system.
  - Support for testing fees for individual students must be authenticated via third party expense documentation.
  - Grantees must report the program/major for each scholarship recipient in order for TRRC staff to validate eligibility under the approved category.
- **Dual Enrollment:** Dual Enrollment funding will be limited to regional high school program offerings at community college facilities. These scholarship funds will be limited to Advanced Manufacturing and Information Technology career programs. At least fifty percent 50% match must be provided toward Dual Enrollment tuition and fees.
- **Credential Testing Fees:** Support is limited to students in for-credit STEM-H and Advanced Manufacturing programs who qualify at or below the 500% poverty level. This funding will support 50% of the fees for the first testing attempt for the student, and for one attempt per student per credential. Support is limited to third-party certifications that are required for the student to be eligible for employment in their field. Total support for this purpose is limited to $24,000 for Tier I institutions, and $10,000 for Tier II.
- **Poverty Level Income Requirements:** Grantees will limit scholarships for G3 Eligible and Non-G3 Eligible for credit programs to students with family income up to 500% of Poverty Level for their family size (See below). Grantees must work with the college's financial aid office in order to verify income eligibility and to track scholarship commitments through the People Soft system.
- **Final Reimbursement:** Grantees must submit final reimbursement request no later than October 31st following the end of the academic year.

Federal Poverty Guidelines:
TRRC utilizes the U.S. Federal Poverty Guidelines issued annually by the U.S. Department of Health and Human Services (HHS) to determine financial eligibility for its WFA programs. HHS Poverty Guidelines for 2024 are below.

2024 Poverty Guidelines: 48 Contiguous States (for Virginia):

Persons in family/household	Poverty guideline	500% of Poverty Guideline
1	$ 15,060	$ 75,300
2	$ 20,440	$ 102,200
3	$ 25,820	$ 129,100
4	$ 31,200	$ 156,000
5	$ 36,580	$ 182,900
6	$ 41,960	$ 209,800
7	$ 47,340	$ 236,700
8	$ 52,720	$ 263,600
Each additional person	$ 5,380	$ 26,900