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## LOCAL INSTRUCTION NUMBER 23-07

**TO:** Local Catawba Workforce Development Area  
**SUBJECT:** Amendment to Individual Training Accounts System  
**ISSUANCE DATE:** 08/10/2023  
**EFFECTIVE DATE:** 07/01/2023  
**EXPIRATION DATE:** Indefinite

**Purpose:** The purpose of the instruction is to transmit the WIOA's amendment to the Individual Training Accounts/Voucher System.

**Policy:** The Catawba Regional Workforce Investment Board has increased its maximum amount of an ITA from \$10,000 to \$12,000, with a lifetime cap of \$14,000. The increase applies to new customers who will receive training after July 1, 2023. Any deviations in the maximum cost of the training will need prior approval from the LWIOA. All other provisions of the Individual Training Accounts/Voucher System remain in effect.

**Action:** Please ensure that all appropriate staff receive and understand this policy.

**Inquiries:** Questions may be directed to [abaker@catawbacog.org](mailto:abaker@catawbacog.org).

A handwritten signature in blue ink that reads "Amanda Baker".

Amanda Baker  
WIOA Administrator

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