



Serving as the workforce development board for the Lower Shore of Maryland

POLICY: SUPPORTIVE SERVICES FINANCIAL ASSISTANCE

Purpose

To define the parameters of supportive service reimbursements to Adult and Dislocated Worker training participants.

Policy

LSWA provides supportive services reimbursements for expenses that are necessary to enable an individual to participate in training services. Reimbursements are made to Adult and Dislocated Worker participants based on need.

Costs must be reasonable and be directly associated with supporting the individual to complete a training program. Examples of allowable expenses include:

- physical examinations;
- drug screening;
- equipment, materials or tools;
- uniforms;
- licensing fees;
- test/certification fees;
- other costs may qualify at the recommendation of the case manager and upon approval by the director or designee.

Whenever possible, linkages will be made to other community services which may be able to provide financial assistance.

Policy Approval Date: March 14, 2018

Policy Status: Active

"Providing workforce policy, planning and oversight for the Lower Shore of Maryland"

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