



WS 23-01 Change
Release Date: January 26, 2024
Effective Date: Immediately
Financial Aid
Expires: Continuing

To: Career Offices
Financial Aid Support Center
Financial Aid Payment Office

From: Juliet Stipeche
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Subject: Managing Financial Aid/Income Guidelines

Purpose

Provide revised Financial Aid Income Guidelines for determining eligibility for Workforce Solutions Financial Aid. Recent changes in the income guidelines are identified in ***bold italics*** text.

This issuance updates WS 23-01 Managing Financial Aid/Income Guidelines change 1 dated September 28, 2023.

This issuance updates income guidelines based on the Federal Poverty Guidelines, the Lower Living Standard Income Level, and the State Median Income Guidelines.

The income limits for WIOA funding are effective immediately and the new income limits for child care subsidy are effective October 1, 2023.

Policy

Staff must use the Financial Aid Income Guidelines when it is necessary to apply an income test to qualify a customer for financial aid.

Action

1. Ensure staff uses the most recent [Financial Aid Income Guidelines](#) when determining eligibility for Financial Aid.

References

- US Department of Health and Human Services Poverty Guidelines, Federal Register, Vol. 88, No. 12, published January 17, 2024
- WD 24-23 Board Contract Year 2024 Federal Poverty Guidelines and State Median Income Amounts for Determining Eligibility and Parent Share of Cost for Child Care Services
- US Department of Health and Human Services State Median Income Estimates, LIHEAP
- IM 2023-02, May 24, 2023, State Median Income Estimates FY 2024
- Texas Workforce Commission Chapter 809 Child Care Services Rules
- TA Bulletin 252, issued August 9, 2012, and titled “Entering Board Contract Year Parent Share of Cost Amounts into The Workforce Information System of Texas”

Questions

Staff should first ask questions of their managers or supervisors. Direct questions to the Board staff through the electronic [Issuance Q&A](#).