



**North Carolina Department of Commerce
Division of Workforce Solutions**

DWS Policy Statement Number: 09-2018

Date: August 20, 2018

**Subject: Finish Line Grants Instructions and Operations
Funds Request Form**

From:

**Daniel L. Giddens
Assistant Secretary for Workforce**

Purpose: To provide guidance and instructions to local Workforce Development Boards and North Carolina Community Colleges on applying for Workforce Innovation and Opportunity Act Governor's Finish Line Grants Initiative. This Policy Statement also provides NCWorks Online instructions specific to the Finish Line Grants and Finish Line Grants Operations Funds Request Form.

Background: On July 12, 2018, Governor Cooper announced the Finish Line Grants program to help community college students who face unforeseen financial emergencies complete their training. The program will leverage up to \$7 million in federal funds to help students pay for course materials, housing, medical needs, dependent care, or other financial emergencies that students may face through no fault of their own.

Grants will be available for the 2018-2019 school year. Every community college in North Carolina may participate in the Finish Line Grants program but is not required to do so. North Carolina Community Colleges and Workforce Development Boards will collaborate to apply for funding and will establish a joint process for reviewing funding requests from students who have completed 75 percent or more of their degree or credential. North Carolina Community College students may apply to receive a maximum of \$1,000 per semester by contacting their community colleges' financial aid office or their local NCWorks Career Center.

Action: Students enrolled in community colleges across North Carolina are eligible for Finish Line Grants. The Finish Line Grants program requires local community colleges and local Workforce Development Boards to submit a joint proposal to be an approved partnership to administer the Finish Line Grants. Approved partnerships are eligible for funding to distribute Finish

Line Grants to students who are determined eligible and appropriate for emergency assistance. Proposals for Finish Line Grants partnerships will be reviewed and approved by the North Carolina Department of Commerce, Division of Workforce Solutions with input from the North Carolina Community College System. Partnership proposals are being accepted immediately and will be reviewed in the order in which they are received.

Supportive Services Policy

Each Workforce Development Board must review its existing supportive services policy to be sure that it is in agreement with the requirements of the Finish Line Grants initiative. Alternatively, the Workforce Development Board may choose to develop and approve a supportive services policy that is specific to only the Finish Line Grants initiative. New or revised local supportive services policies must be submitted in WISE.

NCWorks Online

Individual participation in the Finish Line Grants program will be indicated through the use of the "FLG" Finish Line Grants Participant service code in NCWorks Online. Specific instructions for the use of this code are included in the Service Activity Code and Definitions document in the Staff Online Resources page in NCWorks Online. This service code is a status code ONLY, no actual services are provided through this code. Rather, services provided are reflected by the entering of the appropriate, existing codes according to what services are provided to the participant. Staff should also continue to follow proper service code and case note instructions as stated in Policy Statement Number PS 01-2018.

The Finish Line Grants application, FAQs, and other related documentation can be found at:

<https://www.nccommerce.com/workforce/workforce-professionals/finish-line-grants>

- Effective Date:** Immediately
- Expiration:** Indefinite
- Contact:** Finish Line Grants Coordinator
Division Planners
- Attachment:** Finish Line Operations Funds Request Form

Finish Line Grants Operations Funds Request Form

Local Area Name: [Click here to enter name.](#)

I. PY 2018 Finish Line Grants Operations Funds are requested in the amount of \$[Click here to enter amount.](#)

Please provide no more than a one page budget with narrative for use of funds.

II. Provide the number of staff hours that will be dedicated to Finish Line Grants through these operations funds (full-time/part-time, 32 hours per week, etc.) [Click here to enter number of hours](#)

III. Please provide a rationale for this request. [Click here to enter text.](#)

[Click here to enter date.](#)

Local Workforce Development Board
Director Signature

Date

Rescinded