



Fact Sheet Retraining Grant

Wisconsin Veteran Status

To obtain benefits and services from the Wisconsin Department of Veterans Affairs (WDVA), veterans must first meet eligibility criteria outlined in Wisconsin Statutes §§ 45.01(12) and 45.02.

Retraining Grant (RTG) Program Criteria and Benefits

Recently unemployed or underemployed veterans, or veterans who have received notice of termination, may receive up to \$3,000 per year, for a maximum of two years (a total of two RTGs), if they have a financial need while being retrained for employment. The amount of the RTG is determined by the applicant's financial need as calculated by WDVA.

WDVA, through its RTG, is the payer of last resort for veterans seeking training funds. Veterans should work with veterans representatives typically located at their local Wisconsin Job Centers and School Financial Aid officials to access other funds, such as Workforce Investment Act (WIA) funds, before applying for an RTG.

Loss of employment or reduction in wages must not have been caused by the veteran's voluntary actions. The loss of employment, reduction in wages, or notice of termination must have occurred within the preceding twelve months of when WDVA receives the application or the applicant must have received a retraining grant within 13 months before the date the department receives an application for a second grant. The applicant must have been employed for at least six consecutive months with the same employer or in the same or similar occupations. An underemployed applicant must have current annual income from employment that does not exceed the federal poverty guidelines for the veteran's family size.

The applicant must be enrolled in a training course at a Wisconsin technical college or engaged in an on-the-job (OJT) training program that is anticipated to be completed within two years of the date that the application is received by WDVA. The program must reasonably be expected to lead to employment. For an OJT, the benefit is paid to the employer to offset wages paid during a specified training period. In addition to Wisconsin technical colleges, various private occupational and trade schools, approved by the Education Approval Program (EAP), may qualify for the RTG program if they do not offer four-year degrees or four-year programs.

An applicant may receive a second RTG no sooner than one year after the first grant was issued and may not receive an RTG and WDVA's Veterans Education Grant (VetEd) for the same grant period or semester.

Veterans may apply through their *County or Tribal Veterans Service Office*. Form 2019 – *RTG Application* and Form 2039 – *RTG Application – OJT* are available at WDVA's website – <https://dva.wi.gov/Pages/newsMedia/WDVAToolKit.aspx>.

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