



Charlie Crist
Governor
Monesia T. Brown
Director

MEMORANDUM

DATE: April 12, 2007

TO: Regional Workforce Board Executive Directors

FROM: J. Wyatt Pope, Deputy Director for Workforce Services

SUBJECT: Trade Adjustment Assistance (TAA) Training Allocations for Fiscal Year 2007-2008

The Agency for Workforce Innovation would like your assistance in determining the amount of regular Trade Adjustment Assistance (TAA) funds your Regional Workforce Board will need for Fiscal Year 2007-2008.

This program is federally funded to assist workers who have lost their jobs due to a shift in production or increased imports from foreign countries. In order for affected workers to receive services and benefits under this program, a petition must be filed and approved by the United States Department of Labor (USDOL). Workers who are covered under a TAA certification may qualify for the following benefits payable from the TAA funds:

- Job Retraining which is expected to lead to reemployment;
- Job Search Allowances reimbursable for approved job search expenses outside of the commuting distance;
- Relocation Allowances reimbursable for reemployment outside of the commuting distance, and
- Subsistence and transportation costs when training has been approved for the participant outside of the commuting distance.

Your request for TAA funds should be based on the participants' tuition and related costs that will be expended during the period July 1, 2007 through June 30, 2008. The training funds to be distributed will include administrative funds not to exceed ten percent of your total training allocation.

Allowable TAA administrative costs include: assisting customers applying for the TAA program, developing training plans; applying program criteria; providing referrals to training; issuing/revoking training waivers; and submitting the TAA monthly report. Administrative funds cannot exceed ten percent of the total training allocation.

Agency for Workforce Innovation

The Caldwell Building, Suite 100 • 107 East Madison Street • Tallahassee • Florida 32399-4122
Phone 850-245-7130 • Fax 850-921-3226 • (TTY/TDD 1-800-955-8771 – Voice 1-800-955-8770)

For more information go to www.floridajobs.org

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Please submit your TAA funding request, on the attached form, to Mershal Noble and Jacque Tarantino by Monday, April 30, 2007. If you feel that you do not have an immediate need for TAA funds, you may request for TAA Supplemental funds during the year as outlined in the memorandum dated March 31, 2005, subject: Request for Supplemental TAA Funds.

Please keep in mind that the TAA program can help offset the funding reductions we anticipate next year, and you should fully use these funds for those workers eligible for both TAA and the Workforce Investment Act (WIA). Also, the agency will be revising the mandatory WIA and TAA co-enrollment procedures to allow Regional Workforce Boards the option to co-enroll TAA participants in Wagner-Peyser. These procedures will be forthcoming with instructions for entering and capturing participant information in the Employ Florida Marketplace for reporting purposes.

Should you have any questions regarding the TAA program, please contact Mershal Noble at (850) 921-3317 or via e-mail at mershal.noble@awi.state.fl.us. Fiscal questions may be addressed to Jacque Tarantino at (850) 245-7356 or via e-mail at jacqueline.tarantino@awi.state.fl.us.

JWP/omn

Attachment

cc: Richard Meik
Lois Scott
Jim Doyal
Mike Lynch
Fay Malone
Regional Finance Directors
TAA Coordinators