



WIA POLICY LETTER NO. 09-PL-52

TO: Chief Elected Officials
Local Workforce Investment Board Chairpersons
Local Workforce Investment Board Staff
WIA Fiscal Agents and Grant Recipients
WIA Program Services Administrators
Illinois workNet™ Operators
TAA Contacts
WIA State Agency Partners
Other Interested Persons

SUBJECT: Trade Adjustment Assistance (TAA) – Administration

DATE: July 28, 2009

I. SUBJECT INDEX

Trade Act

II. PURPOSE

This policy provides guidance to local workforce investment areas (LWIAs) in implementing the Trade Program requirements.

III. ISSUANCES AFFECTED

A. References:

None

Internet Address <http://www.commerce.state.il.us>

620 East Adams Street
Springfield, Illinois 62701-1615

217/782-7500
TDD: 800/785-6055

James R. Thompson Center
100 West Randolph Street, Suite 3-400
Chicago, Illinois 60601-3219
312/814-7179
TDD: 800/785-6055

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2309 West Main, Suite 118
Marion, Illinois 62959-1180

618/997-4394
TDD: 800/785-6055

B. Rescissions:

WIA Policy Letter No. 05-PL-13, Trade Adjustment Assistance (TAA) –
Administration (November 30, 2005)
WIA Policy Letter No. 06-PL-29, Trade Adjustment Assistance (TAA)
Suspension and Appeals (May 11, 2007)
WIA Notice No. 08-NOT-28, Change 1, Trade Adjustment Assistance
Administration (July 17, 2008)

IV. DEFINITIONS

None

V. BACKGROUND

Trade Adjustment Assistance (TAA) is a federal program established to assist workers whose employment is adversely affected by increased imports or by a shift of production to a foreign country. TAA provides reemployment assistance in the form of job retraining, job search allowances, relocation allowances, income support, and special programs for older workers and for assistance in paying premiums for health coverage. This program was authorized by the Trade Act of 1974 and amended with the 2002 Trade Act.

VI. POLICY

This policy issues the Trade Adjustment Assistance Operating Instructions for certifications prior to May 18, 2009.

Contained within the manual are policy and tools that provide guidance to case managers and counselors in LWIA offices on the implementation of these requirements for TAA.

All forms and instructions referenced in the manual are required in the administration of the program. No substitutions are allowed.

As changes occur, the impacted section will be updated and issued through a WIA Notice.

VII. ACTION REQUIRED

All LWIAs, grantees, recipients, and sub-recipients shall review this policy and the attached forms and instructions, utilize the petitioning process, and comply with and complete the appropriate training waiver and allowances worksheet. This policy should be delivered to all appropriate individuals within the organization.

VIII. INQUIRIES

Inquires should be directed to DCEO, Susan Boggs, 217-558-2474 or sboggs@ildceo.net.

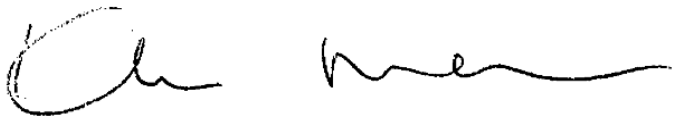
IX. EFFECTIVE DATE

This policy is effective on release.

X. EXPIRATION DATE

This policy will remain in effect until amended or rescinded by the DCEO, Bureau of Workforce Development.

Sincerely,

A handwritten signature in black ink, appearing to read 'Therese McMahon', with a stylized, cursive script.

Therese McMahon, Deputy Director
Bureau of Workforce Development

TM:lj/bjm

Attachments: Trade Adjustment Assistance Operating Instructions
Appendix A – Recommended Reading
Appendix B – Forms and Instructions
Appendix C – IWDS Checklist - TAA Application
Appendix D – TAA Reports
Appendix E – Reporting TAA Costs
Appendix F – Customer File Checklist