

IDAHO

DEPARTMENT OF LABOR

C.L. "BUTCH" OTTER, GOVERNOR
ROGER B. MADSEN, DIRECTOR

TAAP 01-11

WIAP 01-10

Date: April 29, 2011
To: Department Area Managers and Local Office Case Managers
From: Sue Simmons, Workforce Operations Manager
Subject: Trade Adjustment Assistance and Workforce Investment Act Dual Enrollment Policy

The purpose of this Trade Adjustment Assistance (TAA) and Workforce Investment Act (WIA) policy letter is to provide notification concerning the state policy requiring TAA participants to be dual enrolled in a National Emergency Grant (NEG), if available, WIA Dislocated Worker, or other appropriate WIA program.

Discussion

The US Department of Labor (USDOL) mandates 85% of Trade funding allocations must be spent on program costs, which includes only participant costs and does not include staff time charges. USDOL allows only 15% funding for administrative costs that covers all non-participant costs, to include staff time charges, management information system development and maintenance, and overhead costs, etc.

Because of the small amount of funds allocated to administration, the department must utilize different funding sources for staff costs when possible.

Policy

TAA participants approved for training, job search, or relocation services should be dual enrolled in WIA NEG (first priority) if available, Dislocated Worker, or other appropriate WIA programs. Situations when TAA participants would not be dual enrolled are as follows:

- Not appropriate for WIA
- Not eligible for WIA

When dual enrolled, all staff time will be charged to one of the WIA funded programs. Staff time will only be charged to TAA if the participant is not dual enrolled.

Contact Information

Please direct questions in regards to the above to your TAA Coordinator or Grants Management Officers (see contact information below).

TAA Coordinator
Jenny Hemly - 3480; jenny.hemly@labor.idaho.gov

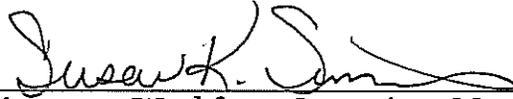
Grants Management Officers

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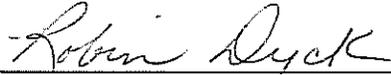
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Approved:



Sue Simmons, Workforce Operations Manager



Robin Dyck, Field Services Administrator