

TRA/TAA Policies

It is envisioned that a seamless Dislocated Worker Program featuring both the traditional WIA Title 1 Dislocated Worker and the TRA/TAA populations will be created effective July 1, 2004. Towards this end, the following policies will govern the merging of the TRA/TAA population into the Cattaraugus Allegany Workforce Investment Area's Dislocated Worker population:

- Every effort will be made to ensure that the potential TRA/TAA eligible individual will be located, oriented and case managed to maximize the individual's ability to draw upon Trade Act benefits including all date sensitive timelines. The CAWIB approved One Stop Operator will be responsible for monitoring all critical dates under TRA/TAA legislation as they apply to each individual and that individual's Employment Plan.

- A person who is potentially eligible for TRA/TAA benefits will have access to all of the WIA Title 1 Dislocated Worker services, including Core Services, Intensive Services, Training Services, availability of Job Search Allowances, Relocation Allowances and training fund policies, until such time as final TRA/TAA status and funds availability has been determined. At such time, the worker will be apprised of any additional benefits that may be available as a result of this determination.

- The focus of the CAWIB Dislocated Worker Program will be to use WIA Title 1 Dislocated Worker funds to support the rapid reattachment to the workforce of the affected individual. This process will begin with a thorough utilization of WIA Core Services, both self-directed and staff-assisted.

- WIA Title 1 Dislocated Worker funds will be used, subject to the policies governing those funds, until such time as TRA/TAA funds become available for a specific individual and his/her Employment Plan requirements. At such time as TRA/TAA funds become available they will be utilized to cover the completion of the Employment Plan to the extent allowable by federal law and TA#04-6 which outlines NYSDOL caps on training funds under TRA/TAA in New York State.

- All potential WIA Dislocated Workers, including the person who is potentially eligible for TRA/TAA benefits, will be required to enroll in the WIA Title 1 Dislocated Worker program prior to applying for training benefits. Eligibility for TRA/TAA services does not supplant the eligibility process for enrollment into the WIA Dislocated Worker program.

- The CAWIB approved One Stop Operator will be responsible for ensuring that all appropriate and required assessments and counseling services have been afforded the TRA/TAA individual during the completion of the Employment Plan.

- The CAWIB approved One Stop Operator will be responsible for ensuring all case management services are complete and timely including enrollment into the WIA Title 1 Dislocated Worker program, OSOS data entry, file maintenance, request of Job Search and Relocation Allowance, and issuance of Training Waivers. Additionally, the Operator will be responsible for tracking the progress of any TRA/TAA individuals who choose to be placed upon the NYSDOL TRA/TAA training funds waiting list.

- The CAWIB approved One Stop Operator will be responsible to create a specific listing of staff positions that will be charged with carrying out the responsibilities under the TRA/TAA legislation. These listings will be updated annually and reviewed by the WIB Director to ensure continued compliance with the legislation. The initial listing will be completed and approved by the WIB Director by June 30, 2004.

- The CAWIB will allot no WIA Title 1 Dislocated Worker funds for Job Search Activities outside of those subject to the Supportive Service policies established by the CAWIB.

- The CAWIB will allot no WIA Title 1 Dislocated Worker funds for a Relocation Allowance. These activities will only be funded through TRA/TAA funds made available to the respective individual by USDOL through the NYSDOL's Special Programs Unit as part of his/her Employment Plan.

Cattaraugus Allegany Workforce Investment Board, Inc.

Dislocated Worker Process/Customer Flow Chart

Inclusive of TRA/TAA

Flow Chart Key

Decision point. Query TRA/TAA status. If eligibility has not been determined, run TRA/TAA sub-routine

