

**TAA Participant Only Program Guidance Tool – May 2014**

The Trade Act Program is jointly administered by the Missouri Division of Employment Security (DES) and the Missouri Division of Workforce Development (DWD). DES administers the **TRA** portion of the program, and DWD (Missouri Career Center staff) administers the **TAA** portion of the program.  *Merit (DWD) staff at the Missouri Career Centers is responsible for making Trade training determinations.*

 **Trade Readjustment Allowance (TRA)** is a weekly benefit provided to a Trade eligible client after exhaustion of their UI to allow them to participate in a Trade approved training program.

 **Trade Adjustment Assistance (TAA)** refers to benefits and services available to Trade eligible clients to assist them in obtaining (suitable) employment. TAA includes remedial and skills training.

There are four versions of Trade Act currently operating:

 **Trade 2002** (petitions numbered 60,000-69,999)

 **Trade 2009** (petitions numbered 70,000-79,999)

 **Trade 2002/Revert** (some petitions numbered 80,000-80,999)

 **Trade 2011** (most petitions numbered 80,000-80,999 and all petitions numbered

81,000-84,999)

 **Trade Reversion 2014** (petitions numbered 85,000 and above)

To maintain eligibility for TRA weekly benefits, a client must be enrolled (within 30 days of start date) or participating in Trade approved training or issued a waiver from training by either the **8/16 week criteria** or the **26/26 week criteria**.

 Clients certified under Trade 2002, Trade 2002/Revert, and Trade Reversion

2014 must be enrolled/participating in training or issued a waiver by the last day of the **8th week** following petition certification or the last day of the **16th week** of the client’s last qualifying separation from the Trade affected employer.

 Clients certified under Trade 2009 or 2011 must be enrolled/participating in training or issued a waiver by the last day of the **26th week** following petition certification or the last day of the **26th week** of the client’s last qualifying separation from the Trade affected employer.

Besides six training approval criteria, the client must also be able to support themselves while in training. In most cases a client’s eligibility to TRA weekly benefits covers these criteria. If a client is not eligible for TRA, a financial statement must be documented as a case note in Toolbox 2.0 (working spouse, debt free and lives with parents, etc.). Maximum weeks of UI/TRA vary under each version of Trade Act:

 **Trade 2002**, **Trade 2002/Revert**, **Trade 2011**, and **Trade Reversion 2014** may be eligible for up to a maximum of 130 weeks of UI and TRA weekly benefits (this does not include any UI extensions that may be passed).

 **Trade 2009** may be eligible for up to a maximum of 156 weeks of UI and TRA

weekly benefits (this does not include any UI extensions that may be passed).

In addition, Trade Act has other approval criteria for training:

 Under the Trade Act program, the client may only receive one training program per certification.

 Trade approved training must end in a certificate, degree, or other credential.

 Trade will pay for all tuition, fees, books, supplies, etc. that are required for the training program. Required items should be those that are required for all students participating in the same training program.

 Student loans are not an approvable funding source for Trade approved training.

The client cannot incur a cost and therefore cannot use any funding source towards Trade approved training that requires reimbursement (this includes “forgiveness” loans). A client may use a student loan for household expenses but not towards training costs.

 Trade does not require a client to apply their Pell Grant towards their training; the client may choose to use their Pell Grant towards training costs in order to participate in training that exceeds the TAA approved training that is deemed the “most reasonably priced”.

 Trade approved training may be credit or non-credit.

 Trade requires only one school agreement (TRA-6 form) per training. If additional schools are involved, one school must act as the Primary school and other schools would be considered Secondary schools. The Primary school would be responsible to bill DWD/Trade Act for other Secondary school(s) costs.

 As of August 13, 2012, online training, distance learning, and web portal training are TAA approvable for TAACCCT grant training programs. The participating consortium college representatives are asked to complete and sign weekly MODES-4446 forms and/or TRA-22 forms (Weekly Claim for Trade Readjustment Allowances) to report training progress and attendance necessary for the Trade clients to qualify for TRA or Unemployment Insurance (UI) weekly benefits.

There are other Trade training criteria that vary by program version:

 **Trade 2002:**

o 104 weeks available for pre-requisite and skills training.

o An additional 26 weeks available for clients who attend remedial training.

o Soft cap is $20,000 effective October 1, 2013.

 **Trade 2009:**

o 156 weeks available for any combination of remedial, pre-requisite, and skills training.

o Soft cap is $20,000 effective October 1, 2013.

 **Trade 2002/Revert:**

o 104 weeks available for pre-requisite and skills training.

o An additional 26 weeks available for clients who attend remedial training.

o Soft cap is $20,000 effective October 1, 2013.

 **Trade 2011:**

o 130 weeks available for any combination of remedial, pre-requisite, and skills training.

o Soft cap is $20,000 effective October 1, 2013.

 **Trade Reversion 2014:**

o 130 weeks available for any combination of remedial, pre-requisite, and skills training.

o Soft cap is $20,000.

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| **Chillicothe** | Terry Lake |
| **Clinton** | Wayne Woodsworth |
| **Columbia** | Bryan BarnesRosalie Gulso |
| **Florissant** | Michael Monehan |
| **Northland** | Peggy Bennett |
| **Hannibal** | Kim Cull |
| **Independence** | Alisa Nance |
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| **Joplin** | Michelle Rooffener |
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**Division of Employment Security (DES) Trade Act Related Contacts:**

 Pat Wise – DES Trade Act Coordinator pat.wise@labor.mo.gov

 **Regional Claim Centers** (to file UI or TRA claims)**:**

o St. Louis: (314) 340-4950

o Kansas City: (816) 889-3101

o Jefferson City: (573) 751-9040

o Springfield: (417) 895-6851

o Toll-free: (800) 320-2519

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