INSTRUCTION LETTER

Upstate WIB
WORKFORCE INVESTMENT BOARD

INSTRUCTION NUMBER: **14-08 WIA**

TO: **All TAA Workforce Specialists**

SUBJECT: **Increase in the Trade Adjustment Assistance Federal Mileage Reimbursement**

DATE ISSUED: March 16, 2015	**DATE EFFECTIVE:** February 8, 2015	**DATE EXPIRES:** Indefinitely

***PURPOSE*:**
To revise the policy concerning the increase in the federal mileage reimbursement rate pursuant to transportation allowances, subsistence, job search allowances, and relocation allowances under the Trade Adjustment Assistance (TAA) Program.

***BACKGROUND*:**
The TAA Program allows for payment of transportation or subsistence payments to attend training, out-of-area job search allowances, and job relocation allowances when the travel is outside of a participant's commuting area.

***POLICY*:**
Effective for the claim week beginning on Sunday, February 8, 2015 and forward, the federal mileage reimbursement rate under the TAA Program increases from 56 cents to 57.5 cents per mile.

All TAA participants who are applying for, or are already participating in TAA-approved training on or after February 8, 2015, will be reimbursed according to this rate. All new job search allowance and relocation allowance applications received on or after February 8, 2015, will be reimbursed according to this rate.

***ACTION*:**
You are responsible for the implementation of the Trade Adjustment Assistance policy.

***INQUIRIES*:**
Should you have any questions regarding this instruction, please contact Brenda Connelly at 864.596.2028, TTY 711, or at bconnelly@upstatewib.org.

Ann Angermeier, Executive Director

Source: Trade Adjustment Assistance Program, State Employment Services Instruction Letter 14-06
This letter replaces local letter 13-23