



**Trident Workforce Investment Board
Workforce Investment Act**

**TRADE ADJUSTMENT TRAINING CAP WAIVER PROCEDURE
RE-ISSUED AS TAA ELIGIBILITY TRAINING PROVIDER
LIST POLICY**

TO: Trident Workforce Investment Area Contractors and Staff

ISSUANCE DATE: June 30, 2008

SUPERSEDES: August 24, 2004

SUBJECT: Trade Adjustment Training Cap Waiver Procedure

PURPOSE:

The purpose of this policy is to establish a procedure for issuing a waiver to trade adjustment customers to exceed the local training cap.

POLICY:

In accordance with State's Trade Adjustment Assistance Memorandum #04-05, "the Regional Office of the Department of Labor has advised us that we cannot use the local WIA training caps as the maximum training cap for trade clients."

Customers who are eligible to receive training funded through the Trade Adjustment Act may exceed the maximum training amount set for WIA training. However, the local maximum training cap should be used as a guide and such training must be suitable for the worker and available at a reasonable cost. Additionally, customers may only participate in training programs included on the local training provider list.

Before a trade customer can be approved for training that exceeds the maximum amount, the workforce specialist must obtain a written WIA waiver from the administrative entity. The written request for a waiver must contain the following elements:

1. Customer's Name and SSN
2. Training program name and total cost funded through the Trade Adjustment Act.
3. Time frame of training and certification that will be received.

Paul L. Connerty, Administrator
Trident Workforce Investment Board

6/30/08
Date