U.S. Department of Labor

Employment and Training Administration Office of Trade Adjustment Assistance

ETA Form-9189, TAA Administrative Collection of States

> OMB No Expires: MN

The purpose of this collection is to collect data on state organization and operations to facilitate the identification of best practices in the TAA program. Unless otherwise specified, responses should be limited to staff, benefits, and processes used in the TAA program. However, the TAA program should include all TAA-funded staff, benefits, and processes including, but not limited to, Trade Readjustment Allowances (TRA) and Reemployment Trade Adjustment Assistance (RTAA).

Paperwork Reducation Act Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is mandatory under Section 239(c) of Title II, Chapter 2 of the Trade Act of 1974, as amended (19 USC § 2271 et seq.). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, 200 Constitution Avenue, N-5428, Washington, D.C. 20210, and reference the OMB Control Number. Note: Please do not return the completed TAA Administrative Collection of States (TAAACS) to this address.

Privacy Statement

The U.S. Department of Labor will protect the privacy of the information you provide to the full extent of the law, in accordance with the Trade Act, 19 USC § 2272 (e)(3)(c), the Trade Secrets Act, 18 USC § 1905, the Freedom of Information Act, 5 USC § 552, and 29 CFR Parts 70 and 90.

Definitions

TaOA - Training and Other Activities (TaOA) is one of three grant types that support the TAA program with the other two funding Trade Readjustment Allowance (TRA) and Reemployment Trade Adjustment Assistance (RTAA) benefits. The TaOA grant is three year funds and has components of administration, case management, job search and relocation, and training funds. Cost classification requirements are described in 20 CFR 618.860(b).

FTE - Full-Time Equivalent workers. Staff who work less than full time or split their time between the TAA program and other programs should be recorded by the portion of time they spend on the TAA program. For example, a staff member who is full time but only spends half their time on TAA should be recorded as 0.5 FTE. FTE should be counted if they are funded by a current TaOA grant. If the state does not currently have an applicable TaOA grant, they should report based on who be funded by such a grant.

TAA Merit FTE - TAA Merit FTE are the subset of FTE (above) that meet the defintion of merit staffing under 5 CFR 900.604, which are generally state employees hired through a merit-based hiring system aand meeting certain standards of training and fair treatment

Local Office - A comprehensive or affiliate one-stop center.

Region - A sub-state group of local offices or geographic area for administrative purposes for the TAA program. This may or may not be the same as regional designations under other programs. Fiscal - This is the state unit or office that generates fiscal reporting such providing information to be entered on the ETA-9130 form.

	#		Questions Response			
				Total FTE	TAA Merit FTE	TAA Non- Merit FTE
-			0	0	0	
	1	How many FTE are employed for the purpose of state admin Excludes those counted in Questions #2, #3, #4, and #5. FTE in Questions #1 through #3 should represent FTE classif	0			
	2	How many FTE are employed for the purpose of performan Excludes those counted in Questions #1, #3, #4, and #5. FTE in Questions #1 through #3 should represent FTE classit	0			
	3	How many FTE are employed for the purpose of fiscal repoi Excludes those counted in Questions #1, #2, #4, and #5. FTE in Questions #1 through #3 should represent FTE classit	0			
tion	4	How many FTE are employed for the purpose of providing i Excludes those counted in Questions #1, #2, #3, and #5. FTE in Questions #4 and #5 should represent FTE classified	0			
State Organization	5	How many FTE are employed for the purpose of providing d Excludes those counted in Questions #1, #2, #3, and #4. FTE in Questions #4 and #5 should represent FTE classified	0			
tate	6	How many local offices does your state have?				
Š.	7	If your local offices set up into regions that group local office have? If not, specify zero.				
	8.1	Estimate the distribution of experience for TAA staff				
	involved in state administration of TAA (percestaff):		% Intermediate			
	8.3	Stdii).	% Novice			
	9.1	involved in TAA ages management (agestates of staff):				
	9.2	involved in TAA case management (percentage of staff):				
	9.3	% Novice				
	10	s new client intake conducted by state merit staff or non-merit staff?				
	11	Are the case managers most closely working with TAA participants state merit staff or non-merit staff?				
	12	Are TAA case managers centrally organized or locally managed?				
	13	s the creation of standardized operating procedures or similar products done centrally or locally?				
	14	Does your state use standardized TAA forms (eligibility, individualized employment plans, training plans, etc.) across local areas?				
	15	What is your cost allocation methodology for American Jobs Center infrastructure costs? What unit develops public information materials (not forms) for TAA in your state?				
	16	For each method for identifying layoffs, select the best	for TAA in your state? Warn Notices			
	17.1	description of its value in your stately process for determining				
	17.3	when to file petitions. (Systematized indicates a process				
	17.4	with a clear protocol and schedule. It may or may not include electronic automation.)	Notice from Workers			
	17.5	metade electronic dutoniduon.)	Notice from Union Officials			
	17.6		News Articles or Media Reports			
	17.7		Social Media			
	17.8		Workforce Program Partners			
	18.1	For each group, select the most appropriate description of	TAA State Staff			
	18.2	their responsibility for filing a TAA petition.	TAA Local Staff			
	18.3		Rapid Response State Staff			
	18.4		Rapid Response Local Staff			

æ			Other Local Staff	
Outread	18.5	X171	Other Local Staff	
Outr	19	What unit contacts employers to get the worker list?	w 1	
õ	20.1	Select how these sources are used for identifying worker	Employers	
	20.2	contact information?	Union Officials	
	20.3		State Records (UI, Coenrollment, etc.)	
	20.4		Other Workers	
	20.4			
	20.5		Worker Self-Identification	
	20.6		Rapid Response Surveys / Sign-Up Sheets	
	20.7		Other Sources	
	20.7			
	21.1	Select how these methods are used to contact workers?	Employer/Union/Peer Counselor as Intermediary	
	21.2		Emails	
	21.3		Phone Calls	
	21.3			
	21.4		Newspaper Notices	
	21.5		Online Notices	
			Social Media	
	21.6			
	21.7		Text Message	
	21.8		Mailed Letters	
	24.0			
	21.9		Other Method	
	22	Does your State use UI wage records to determine TAA elig		
	23	Does your State use Federal Employer Identification Numb	ers (FEIN) in whole or in part to determine TAA eligibility?	
	24	What unit determines initial TAA eligibility (in the certified		
	25	Which staff determine initial TAA eligibility (in the certific		
	26	Which staff make TAA training eligibility determinations?		
	_			
	27	Which staff approve individual TAA training plans?		
	28	Which staff make TRA eligibility determinations?		
	29	Which staff make A/RTAA eligibility determinations?		
un.	_	9 ,	navouals must be obtained?	
.≃	30	Is there a training amount threshold over which additional a	pprovais inust de obtained?	
Ξ	31	If so, what is that amount?		
S	32	Does the state approve stand-alone remedial training withou	it the goal of subsequent credential attainment?	
Þ				
Ħ	33	Does the state require training plans to include credential at		
įţ	34	What tool do you use for participant assessments (occupatio	nal, soft skills, needs assessments, literacy/numeracy)?	
ĕ	35.1	Select the best category that best describes how the	Rapid Response Events	
ĕ		following services were provided to participants in the last	_ ^ ^	
=	35.2		TAA Orientations	
Ę	35.3	year:	Case Management	
ğ	35.4		Training	
ξ			-	
Ē	36.1	When are job search and relocation allowances offered?	During Initial Discussion of Potential TAA Benefits	
ä	36.2	(select all that apply)	At Case Manager Discretion	
>				
∄	36.3		At Training Completion	
릞	36.4		At a Required Specific Follow-Up Time	
Ħ	36.5		When Informed About Job Search/Placement Progress	
_		W 11	<u>-</u>	
	37.1	For each barrier to receiving job search and relocation,	Participants not Informed about Benefits	
	37.2	please select the best explanation for the significance of the	Case Managers not Informed about Benefits	
	37.3	barrier.	State Uncertain About Limits of Benefits	
	37.4		Unclear State Process for Providing Benefits	
	37.5		Disinterest in Employment Out of Commuting Area	
	37.6		Commuting Area Definition Overly Broad	
	37.7		Difficulty with Employer Verification	
	37.8		Other Paperwork Barriers	
	38	Rate the level of integration between TAA and Rapid Respo	onse (None 0 to High 3):	
	_			
	39.1	TAA and Rapid Response Coordination is conducted		
			Same Agency	
	39.2	through (select appropriate response for each):	Same Department	
	39.2	unough (select appropriate response for each).	Same Department	
	39.2 39.3	unough (select appropriate response for each).	Same Department Same Unit	
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Integration	39.2 39.3 39.4 39.5 39.6 39.7 39.8 39.10 41.1 41.2 41.3 41.4 41.5 41.6 41.7 41.8 41.9 41.10 42 43.1 43.2 43.3 43.4 43.5 43.6 43.7	Rate the level of integration between TAA and TRA (None TAA and TRA Coordination is conducted through (select appropriate response for each): Rate the level of integration between TAA and Fiscal (None TAA and Fiscal Coordination is conducted through (select	Same Department Same Unit Same Administrator or Manager Shared Meetings Shared Trainings Cross Attendance of Unit Meetings Systematized Process (Electronic) Other Formal Process Informal 0 to High 3): Same Agency Same Department Same Unit Same Administrator or Manager Shared Meetings Shared Trainings Cross Attendance of Unit Meetings Systematized Process (Electronic) Other Formal Process Informal 0 to High 3): Same Agency Same Department Same Unit Same Administrator or Manager Shared Trainings Cross Attendance of Unit Meetings Systematized Process (Electronic) Other Formal Process Informal 0 to High 3): Same Agency Same Department Same Unit Same Administrator or Manager Shared Meetings Shared Trainings Cross Attendance of Unit Meetings	

	44	Rate the level of integration between TAA and WIOA Disloc	ated Worker (None 0 to High 3):	
	45	Are TAA and WIOA Dislocated Worker administered by the		
		*		
	46	Are the same front-line staff (case managers / counselors) pro		
	47	Rate the level of integration between TAA and WIOA Adult	(None 0 to High 3):	
		<u> </u>		
	48	Are TAA and WIOA Adult administered by the same agency		
	49	Are the same front-line staff (case managers / counselors) pro		
		, , ,		
	50	Rate the level of integration between TAA and RESEA (Non	e v to riigh 3):	
	51	Are TAA and RESEA administered by the same agency?		
		, , , , , , , , , , , , , , , , , , ,		
	52	Are the same front-line staff (case managers / counselors) pro		
	53	Is the RESEA program providing early intervention or follow		
	54	Does the RESEA program have specific procedures it uses w		
	55	Rate the level of integration between TAA and the Local Wo	rkforce Development Boards (None 0 to High 3):	
		Rate the level of integration between TAA and Business Serv		
	56	Rate the level of integration between TAA and business Serv		
	57	Rate the level of integration between TAA Remedial Training		
	58	Rate the level of integration between TAA and Adult Educati		
	30	<u> </u>	· · · · · · · · · · · · · · · · · · ·	
	59	Rate the level of integration between TAA and Apprenticeshi	ip (None 0 to High 3):	
	60	Pate the level of integration between TAA and IVSC/Vetera	ne (Nana 0 to High 2):	
		Rate the level of integration between TAA and JVSG/Veterans (None 0 to High 3): Rate the level of integration between TAA and Vocational Rehab (None 0 to High 3): Rate the level of integration between TAA and SNAP 50/50 (None 0 to High 3):		
	61			
	62			
		<u> </u>	(Notice of to High 5).	
	63	Does your state currently utilize a common exit policy?		
	64	What is your state co-enrollment policy for TAA participants		
	65	What is your state co-enrollment policy for TAA participants		
	66	Does your state have a performance reporting or data analysis		
		1 1 2 1	· · · · · · · · · · · · · · · · · · ·	
	67	Are there designated staff specializing in TAA data?		
	68.1	That unit provides data and analysis to:	DOL	
	68.2		State Stakeholders	
	68.3		Local Stakeholders	
	69	How many different IT systems are used in the generation of		
		<u> </u>		
	70	What type of system is your current case management system	n?	
	71	What is your primary case management vendor (if any)?		
		J 1 J U (),		
	72	Has your state used TAA case management funds for IT upg	rades in the last 3 years?	
	73	Date of last major IT upgrade to TAA Case Management Sys	tom(s) completed?	
	74	Estimated completion date of next expected major IT upgrade	e to TAA Case Management System(s), if known?	
	75	Date of last major IT upgrade to UI System(s) completed?		
70		7 10 7 17 1		
.Ē	76	Estimated completion date of next expected major IT upgrade	e to UI System(s), if known?	
Ę	77	Date of last major IT upgrade to Financial System(s) complet	ed?	
2				
2	78	Estimated completion date of next expected major IT upgrade	e to Financial System(s), if known?	
ᇴ	79	What best describes the current use of electronic files by you	r Case Managers?	
Ĕ			ŭ .	
Systems and Reporting	80	What best describes how signatures are collected from partici	pants?	
틞	81.1	Select the best category for what IT solutions are provided to		
SE.				
Š	81.2	conduct each task. Refer to the following definitions.	Provide contact information for case managers?	
		Integrated System: State provided system for conducting multiple tasks,	Direct asynchronous communication (like email) between participants and case	
_	81.3			
		including this one.	managers?	
		including this one. Separate System: State provided system with the primary purpose of	managers?	
	81.4	including this one. Separate System: State provided system with the primary purpose of completing this specific task.	managers? Direct synchronous communication (like real-time chat) between participants and	
	81.4	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as	managers? Direct synchronous communication (like real-time chat) between participants and case managers?	
		including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software.	managers? Direct synchronous communication (like real-time chat) between participants and	
	81.4 81.5	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions.	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program?	
	81.4 81.5 81.6	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions.	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility?	
	81.4 81.5	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions.	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program?	
	81.4 81.5 81.6 81.7	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions.	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility? Provide participants information on their eligibility for individual benefits?	
	81.4 81.5 81.6 81.7 81.8	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions.	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility? Provide participants information on their eligibility for individual benefits? Participant completion of required forms?	
	81.4 81.5 81.6 81.7	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions.	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility? Provide participants information on their eligibility for individual benefits? Participant completion of required forms?	
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	81.4 81.5 81.6 81.7 81.8 82 83 84	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions. What best describes the electronic completion of TAA forms Does your state currently utilize a common exit policy? Is your TAA case management system shared with other Wo What is your IT cost allocation methodology? How centralized is the management of your IT systems?	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility? Provide participants information on their eligibility for individual benefits? Participant completion of required forms?	
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Training for TAA Staff	81.4 81.5 81.6 81.7 81.8 82 83 84 85 86 87.1 87.2 87.3 87.4 87.5 87.8 88.1 88.2 88.3 88.4 88.5 88.6 88.7 88.8 88.9 88.10 88.11 88.12 88.13 88.14 88.15 88.16 88 88.16 88 88 88 88 88 88 88 88 88 88 88 88 88	including this syee. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions. What best describes the electronic completion of TAA forms Does your state currently utilize a common exit policy? Is your TAA case management system shared with other Wo What is your IT cost allocation methodology? How centralized is the management of your IT systems? How is training delivered to state and local staff? For the following challenges, select the appropriate description of the significance of this barrier:	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility? Provide participants information on their eligibility for individual benefits? Participant completion of required forms? Provide participants information on their eligibility for individual benefits? Participant completion of required forms? Participant completion of required forms? Provide Programs? Individual Evaluation (Select Prequency) Webinars (Select Frequency) Webinars (Select Frequency) Mebinars (Select Frequency) Online Forums or Similar Document Depot New Employee Orientation Other Companies Not Informed About TAA Program Identifying Potentially TAA Eligible Layoffs Difficulties Filing TAA Petitions TAA Petition Processing Time Difficulties Determining Individual Program Eligibility Difficulties Determining Individual Benefit Eligibility Difficulties Understanding TAA Guidance/Regulations/Law Reaching Affected Workers Workers Not Informed About TAA Program Worker Disinterest in Program Worker Disinterest in Program Worker Unwillingness to Complete Paperwork Language Barriers Difficulties Obtaining Information from Other State Agencies Staffing Funding IT Resources for TAA-Related System Upgrades Sharing of Contact Information and Strengths or Challenges	
Training for TAA Staff	81.4 81.5 81.6 81.7 81.8 82 83 84 85 86 87.1 87.2 87.3 87.4 87.5 88.7 88.1 88.2 88.3 88.4 88.5 88.6 88.7 88.8 88.1 88.1 88.1 88.1 88.1 88.1	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions. What best describes the electronic completion of TAA forms Does your state currently utilize a common exit policy? Is your TAA case management system shared with other Wo What is your IT cost allocation methodology? How centralized is the management of your IT systems? How is training delivered to state and local staff? For the following challenges, select the appropriate description of the significance of this barrier:	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility? Provide participants information on their eligibility for individual benefits? Participant completion of required forms? Provide participants information on their eligibility for individual benefits? Participant completion of required forms? Participant completion of required forms? Provide Programs? Handbook Conferences (Select Frequency) Webinars (Select Frequency) Webinars (Select Frequency) Mebinars (Select Frequency) Online Forums or Similar Document Depot New Employee Orientation Other Companies Not Informed About TAA Program Identifying Potentially TAA Eligible Layoffs Difficulties Filing TAA Petitions TAA Petition Processing Time Difficulties Determining Individual Program Eligibility Difficulties Determining Individual Benefit Eligibility Difficulties Determining TAA Guidance/Regulations/Law Reaching Affected Workers Workers Not Informed About TAA Program Worker Unwillingness to Complete Paperwork Language Barriers Difficulties Obtaining Information from Other State Agencies Staffing Funding IT Resources for TAA-Related System Upgrades	
Training for TAA Staff	81.4 81.5 81.6 81.7 81.8 82 83 84 85 86 87.1 87.2 87.4 87.5 87.6 88.1 88.2 88.3 88.4 88.5 88.6 88.7 88.8 88.9 88.1	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions. What best describes the electronic completion of TAA forms Does your state currently utilize a common exit policy? Is your TAA case management system shared with other Wo What is your IT cost allocation methodology? How centralized is the management of your IT systems? How is training delivered to state and local staff? For the following challenges, select the appropriate description of the significance of this barrier:	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility? Provide participants information on their eligibility for individual benefits? Participant completion of required forms? Provide participants information on their eligibility for individual benefits? Participant completion of required forms? Participant completion of required forms? Provide Programs? Individual Select Frequency Webinars (Select Frequency) Webinars (Select Frequency) Webinars (Select Frequency) Online Forums or Similar Document Depot New Employee Orientation Other Companies Not Informed About TAA Program Identifying Potentially TAA Eligible Layoffs Difficulties Filing TAA Petitions TAA Petition Processing Time Difficulties Determining Individual Program Eligibility Difficulties Determining Individual Benefit Eligibility Difficulties Understanding TAA Guidance/Regulations/Law Reaching Affected Workers Worker Shot Informed About TAA Program Worker Disinterest in Program Worker Disinterest in Program Worker Unwillingness to Complete Paperwork Language Barriers Difficulties Obtaining Information from Other State Agencies Staffing Funding Tr Resources for TAA-Related System Upgrades Sharing of Contact Information and Strengths or Challenges Establishment of Email Groups or Similar for Exchanging Information	
Training for TAA Staff	81.4 81.5 81.6 81.7 81.8 82 83 84 85 86 87.1 87.2 87.3 87.4 87.5 87.8 88.1 88.2 88.3 88.4 88.5 88.6 88.7 88.8 88.9 88.10 88.11 88.12 88.13 88.14 88.15 88.16 88 88.16 88 88 88 88 88 88 88 88 88 88 88 88 88	including this one. Separate System: State provided system with the primary purpose of completing this specific task. Non-Integrated Commercially Available Tools: standard tools such as email, basic websites, and meeting software. Not Available: the State does not provide IT solutions. What best describes the electronic completion of TAA forms Does your state currently utilize a common exit policy? Is your TAA case management system shared with other Wo What is your IT cost allocation methodology? How centralized is the management of your IT systems? How is training delivered to state and local staff? For the following challenges, select the appropriate description of the significance of this barrier:	managers? Direct synchronous communication (like real-time chat) between participants and case managers? Provide information on the TAA Program? Provide participants information on their individual TAA eligibility? Provide participants information on their eligibility for individual benefits? Participant completion of required forms? Provide participants information on their eligibility for individual benefits? Participant completion of required forms? Participant completion of required forms? Provide Programs? Individual Evaluation (Select Prequency) Webinars (Select Frequency) Webinars (Select Frequency) Mebinars (Select Frequency) Online Forums or Similar Document Depot New Employee Orientation Other Companies Not Informed About TAA Program Identifying Potentially TAA Eligible Layoffs Difficulties Filing TAA Petitions TAA Petition Processing Time Difficulties Determining Individual Program Eligibility Difficulties Determining Individual Benefit Eligibility Difficulties Understanding TAA Guidance/Regulations/Law Reaching Affected Workers Workers Not Informed About TAA Program Worker Disinterest in Program Worker Disinterest in Program Worker Unwillingness to Complete Paperwork Language Barriers Difficulties Obtaining Information from Other State Agencies Staffing Funding IT Resources for TAA-Related System Upgrades Sharing of Contact Information and Strengths or Challenges	

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	and also an exercise		h Sharing of Contact Information and Strengths or Challenges	
			Establishment of Email Groups or Similar for Exchanging Information	
	90.3		Participation in Regularly Occurring Meetings or Subgroups	
	91.1	Strengths Assessment:	Pre-Layoff Outreach to Companies	
	91.2	For each subject area, please indicate if you believe your state has a promising practice, urgent technical assistance	Rapid Response and TAA Orientations	
	91.3	need, non-urgent technical assistance want, or none of the	Petition Filing	
	91.4	above:	Collection of Worker Lists	
	91.5		Worker Notifications	
	91.6		Outreach to Adversely Affected Workers	
	91.7		Outreach to Adversely Affected Incumbent Workers	
	91.8	-	Worker Eligibility Determinations	
Assistance	91.9		Worker Intake	
SIS	91.10		Co-Enrollment and Workforce Integration	
AS	91.11		Employment and Case Management Services	
nnica	91.12		Participant Engagement	
	91.13		Participant Assessments	
2	91.14		Individualized Employment Plans	
2	91.15		Training Eligibility	
e S	91.16		Training Completion	
Sarriers	91.17		Training Flexibilities	
ž	91.18		Work-Based Learning	
	91.19		TRA Eligibility Determinations	
	91.20		RTAA Eligibility Determinations	
	91.21		Job Search Allowances	
	91.22		Relocation Allowances	
	91.23		Staff Training	
	91.24		Monitoring	
	91.25		Participant Reporting	
	91.26		Financial Reporting	
	91.27		TAA Data Integrity (TAADI)	
	91.28		Data Validation	
	91.29		Efforts to Improve Outcomes	
	91.30		Data Analysis	
	91.31		Leveraging Data for External Stakeholders	
	91.32	Y4714	Leveraging Data for Program Improvement to be shared with other states to facilitate technical assistance?	
	92	With what frequency do you utilize the following technical	Guidance such as TEGLs and TENs	
	93.1	assistance resources?	Live WorkforceGPS Webinars	
	93.2		Recorded WorkforceGPS Webinars	
	93.4		WorkforceGPS Blog Posts	
	93.4		Practitioner Resources Webpage for Petition Filing	
	93.6		Practitioner Resources Webpage for Benefits and Services	
	93.7		Practitioner Resources Webpage for Participant Reporting	
	93.8		TAA Reporting FAQ Sheets	
	93.9		WIOA Reporting Resources	
	93.10		Practitioner Resources Webpage for Financial Reporting	
	93.11		TAA Reporting and TAADI Ask Me Anything (AMA) Sessions	
	93.12		TAA Financial Ask Me Anything (AMA) Sessions	
	93.13		TAA Policy Office Hours	
	93.14		Communication with TAA Regional Contacts	
	93.15		Communication with TAA National Office Contacts	
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Affirmation of Information

Knowingly falsifying any information on this form is a Federal offense (18 USC § 1001) and a violation of the Trade Act (19 USC § 2316). By signing below, you agree to the following statement:

"Under penalty of law, I declare that to the best of my knowledge and belief the information I have provided is true, correct, and complete."

Name	Title
Email	State Workforce Agency
Signature (may be electronically signed with /s/ Name)	Date

This table should be completed for all worker notifications sent during the prior fiscal year (Oct 1st through S

- -The petition number should include the numeric and suffix letters (if applicable) such as 95000A.
- -The date of first worker list request, is the date in which any initial contact with the company requesting the list
- -Did the company provide the worker list should be marked as Yes if the company provided any worker list, eve
- -The number of workers notified consists of a count of all workers notified of potential eligibility through any in
- -Notes are optional, but allow states to share information explaining the numbers such as difficulty obtaining the about why there may be particular gaps between worker list and number notified, or other factors.

Petition Number (with Suffix)	Date of First Worker List Request	Did the Company Provide the Worker List?	# on Worker List	Date of First Worker Notification	# of Workers Notified
Total	-		0	-	0

ept 30th).

st was made. en if incomplete. dividualized method. ne worker list, explanations

