

MassWorkforce Issuance

Workforce Issuance No. 14-86

☐ Policy ☒ Information

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
DCS Operations Managers
Title I Fiscal Officers

cc: WIA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: October 14, 2014

Subject: **TAA Benchmarks Report for Completion TRA Eligibility**

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and local workforce investment partners of the new Crystal Report used to monitor Completion Trade Adjustment Assistance (TAA) Benchmarks for Completion TRA eligibility.

Background: As per MassWorkforce Issuance Policy No. 12-37, in order for TAA customers to collect Completion TRA, if needed and eligible, performance benchmarks must be established at the beginning of all training programs longer than 3 months and customer must attain these benchmarks. Career Centers must evaluate satisfactory progress every 60 days as a part of regularly scheduled case management and update the benchmarks and goals in MOSES based on progress reports received from the vendor.

Action

Required: Career Center staff should run the **TAA Benchmarks Report** for Completion TRA bi-weekly to ensure that all overdue benchmarks (highlighted in pink) are up to date and kept current. The report provides pending benchmarks due within the next 30 days. This ensures that the participants meet this eligibility criterion for Completion TRA when claiming those weeks. Failure to meet benchmarks may result in denied weeks of Completion TRA.

Effective: Immediately

Inquiries: Please email all questions to Maynor Acevedo at MAcevedo@detma.org.

Attachments: TAA Benchmarks Report Instructions