

# Mass Workforce Issuance

**100 DCS 13.105**

☐ Policy ☒ Information

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

**cc:** WIOA State Partners

**From:** Alice Sweeney, Director  
Department of Career Services

**Date:** January 12, 2016

**Subject:** **Trade Adjustment Assistance Mileage Reimbursement Rate Change**

**Purpose:** To notify Local Workforce Development Boards, One-Stop Career Center Operators and other workforce partners of a change in the mileage reimbursement rate for Trade Program customers.

**Background:** Pursuant to 5 U.S.C. 5707(b) the General Services Administration sets the Federal travel reimbursement rates. The Trade Adjustment Assistance program regulation at 617.28(b) requires Trade eligible customers who are participating in approved training programs outside their normal commuting area to be reimbursed for travel costs at an amount not to exceed the lesser of the actual cost of transportation by the least expensive means that is reasonably available or the cost per mile at the prevailing mileage rate authorized under the Federal Travel regulations. The Federal rate decreased from 0.575 cents per mile to 0.54 cents per mile effective January 1, 2016.

The Massachusetts Trade Adjustment Assistance program will reimburse Trade customers eligible for travel cost reimbursement at the new rate of 0.54 cents per mile for use of a privately owned vehicle and 0.51 for motorcycles. The announced change is effective as of January 1, 2016.

**Action**

**Required:** Please ensure that all appropriate staff is notified of the contents of this issuance.

**Effective:** January 1, 2016

**Inquiries:** Any questions related to this information should be directed to Beth Goguen at [bgoguen@detma.org](mailto:bgoguen@detma.org) or 617- 626-6007.