STATE INSTRUCTION NUMBER 15-10

To:
WED Area Directors
WED Regional Managers
TAA Workforce Specialists
TAA Regional Coordinators
LWIA Administrators

Subject: Decrease in the Trade Adjustment Assistance Mileage Reimbursement

Issuance Date: January 14, 2016

Effective Date: January 17, 2016

Purpose: This State policy decreases the 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. Mileage reimbursements must be made in accordance with 20 CFR 617.28, which requires that the prevailing mileage rate authorized under the federal travel regulations be used.

Policy: The federal mileage rate has been decreased from 57.5 cents to 54.0 cents per mile. Effective for the claim week beginning on Sunday, January 17, 2016 and forward, the mileage reimbursement rate under the TAA Program will decrease accordingly.

All TAA participants who are applying for or are already participating in TAA-approved training on or after January 17, 2016, will be reimbursed according to this rate. All new job search allowance and relocation allowance applications received on or after January 17, 2016, will be reimbursed according to this rate.

Action: TAA Workforce Specialists are responsible for the implementation of this Trade Adjustment Assistance policy. Specifically, **revised TAA Transportation Applications for all participants in training must be completed no later than Friday, January 29, 2016.**

Inquiries: Questions may be directed to Kelli Grant at 803-737-3254 or kgrant@dew.sc.gov.

Patricia Sherlock, Director
Policies and Procedures