STATE INSTRUCTION NUMBER 16-07

To: WED Area Directors
WED Regional Managers
TAA Workforce Consultants
TAA Regional Coordinators
LWDA Administrators

Subject: Decrease in the Trade Adjustment Assistance Mileage Reimbursement

Issuance Date: January 26, 2017

Effective Date: February 5, 2017

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 54.0 cents to 53.5 cents per mile. Effective for the claim week beginning on Sunday, February 5, 2017 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 February 5, 2017, will be reimbursed at the new rate. All new job search allowance and relocation allowance applications received on or after February 5, 2017, will be reimbursed at the new rate.

Action: TAA Workforce Consultants 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, February 17, 2017.**

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

Patricia Sherlock

Patricia Sherlock, Director
Policies and Procedures