




**Memorandum of Record #402**

**DATE:** FEBRUARY 11, 2010

**MEMORANDUM TO:** WORKFORCE SOLUTIONS - ALAMO  
CONTRACTORS

**FROM:** FRANCISCO MONCIVAIS  
DEPUTY EXECUTIVE DIRECTOR – PROGRAM OPERATIONS 

**SUBJECT:** THE WORKFORCE INFORMATION SYSTEM OF TEXAS: PROVIDING WORKFORCE INVESTMENT ACT SUPPORT SERVICES TO TRADE ADJUSTMENT ASSISTANCE PARTICIPANTS

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The Texas Workforce Commission (TWC) has released Workforce Development (WD) Letter 58-09, which provides information on a new service code in the Workforce Information System of Texas (TWIST) for coenrolling Trade Adjustment Assistance (TAA) participants in Workforce Investment Act (WIA) support services.

Workforce Solutions - Alamo (WSA) adopts this WD Letter as local policy effective immediately. Contractors must ensure that appropriate staff review this information and all procedures are in compliance with this policy.

Workforce Solutions – Alamo contractor staff should be aware that supportive services under WIA that are available to TAA participants include:

- Transportation
- Child and dependent care
- Housing

Work, training, or education-related items such as GED exams and licensure/certification exam fees are authorized training expenditures under the Trade Act.

Needs-related payments, while an allowable supportive service under WIA, would not apply to TAA participants, as they would be receiving Trade Readjustment Allowances (TRA) while participating in training.

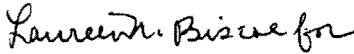
All comments and inquiries pertaining to this policy should be directed to:

Tim Dusek  
Workforce Services Specialist  
(210) 581-1058  
[tim.dusek@twc.state.tx.us](mailto:tim.dusek@twc.state.tx.us)

Attached:      WD Letter 58-09

## TEXAS WORKFORCE COMMISSION LETTER

<b>ID/No:</b>	WD 58-09
<b>Date:</b>	December 21, 2009
<b>Keyword:</b>	TAA; WIA
<b>Effective:</b>	Immediately

**To:** Local Workforce Development Board Executive Directors  
Commission Executive Offices  
Integrated Service Area Managers  


**From:** Laurence M. Jones, Director, Workforce Development Division

**Subject:** **The Workforce Information System of Texas: Providing Workforce Investment Act Support Services to Trade Adjustment Assistance Participants**

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### **PURPOSE:**

To provide Local Workforce Development Boards (Boards) with information on a new service code in The Workforce Information System of Texas (TWIST) for coenrolling Trade Adjustment Assistance (TAA) participants in Workforce Investment Act (WIA) support services.

### **BACKGROUND:**

New TWIST service code *4-TWC Programs Supported by WIA*, to be announced through the TWIST Release Notes in January 2010, will allow Boards to coenroll TAA participants who are in need of WIA dislocated worker support services to assist in successful completion of education or training.

### **PROCEDURES:**

Boards must ensure that appropriate staff coenrolls TAA participants who need support services to complete their educational or training activities in WIA dislocated worker services. NLF

Boards must ensure that TWIST service code *4-TWC Programs Supported by WIA* is used only for TAA participants who are enrolled in TAA-funded educational or training activities and are unable to complete their training without the provision of WIA dislocated worker-funded support services. NLF

Boards must be aware that support services can include services such as payment or reimbursement for: NLF

- child care services governed by Texas Workforce Commission Chapter 809, Child Care Services rules;
- transportation services, if provided for participating workers; and

- work, training, or education-related items that are not related directly to the training and are not authorized under the Trade Act.

**INQUIRIES:**

Direct inquiries regarding this WD Letter to [wfpolicy.clarifications@twc.state.tx.us](mailto:wfpolicy.clarifications@twc.state.tx.us).

**RESCISSIONS:**

None

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**REFERENCE:**

Workforce Investment Act; Final Rule, 20 C.F.R., Part 663, §663.800 and §663.805  
Texas Workforce Commission Child Care Services Rules: 40 TAC, Chapter 809  
Texas Workforce Commission Employment and Training Services for Dislocated Workers  
Eligible for Trade Benefits Rules: 40 TAC §849.41  
WD Letter 52-09, issued November 18, 2009, and entitled “Trade and Globalization Adjustment Assistance Act of 2009”

**FLEXIBILITY RATINGS:**

**No Local Flexibility (NLF):** This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by “must” or “shall.”

**Local Flexibility (LF):** This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All information with an LF rating is indicated by “may” or “recommend.”