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**OFFICIAL**  
**Michigan Talent Investment Agency (TIA)**  
**Policy Issuance (PI): 16-18 Change 1**

**Date:** December 22, 2016

**To:** Michigan Works! Agency Directors

**From:** Wanda M. Stokes, Director **SIGNED**  
Michigan Talent Investment Agency

**Subject:** Trade Adjustment Assistance (TAA) Fiscal Year (FY) 2017 Allocations (for expenditure October 1, 2016 through September 30, 2017)

**Programs Affected:** Trade Act of 1974, as amended  
Trade Act of 2002  
Trade and Globalization Adjustment Assistance Act (TGAAA) of 2009  
Trade Adjustment Assistance Extension Act (TAAEA) of 2011  
Trade Adjustment Assistance Reversion 2014  
Trade Adjustment Assistance Reauthorization Act (TAARA) of 2015

**Rescissions:** None

**References:** The Trade Act of 1974, Public Law (PL) 93-618, as amended  
The Trade Act of 2002, PL 107-210  
The TGAAA of 2009, PL 111-520  
The TAAEA of 2011, PL 112-40  
The TAARA of 2015, PL 114-27  
United States Department of Labor Training and Employment Guidance Letters No. 11-02 (and subsequent changes), 22-08 (and subsequent changes), 10-11 (and subsequent changes), 07-13 and 05-15  
PI: 15-23, issued September 29, 2015

PI: 15-12, issued July 17, 2015

PI: 11-23, issued March 12, 2012

PI: 10-21, issued January 26, 2011

PI: 09-21, issued November 23, 2009

PI: 07-18 Change 2, issued December 22, 2008

PI: 16-18, issued October 17, 2016

**Background:** Update to FY 2017 TAA Allocations table has been changed to include Administrative Funds in the total funding calculation.

**Policy:** The TIA has developed a new Budget Information Summary (BIS) form to be used with the updated FY 2017 TAA Allocations table. The BIS is included in this policy issuance as Attachment A.

**Action:** Local areas are required to submit one BIS within 30 calendar days from the issue date of this policy issuance by email to [TAA@michigan.gov](mailto:TAA@michigan.gov).

**Inquiries:** Questions regarding this policy issuance should be directed to your TAA State Coordinator at 517-373-6234. The information contained in this policy issuance will be made available in an alternative format (large type, audio tape, etc.) upon request to this office.

**Expiration  
Date:** September 30, 2017

WMS:JL:pv  
Attachment

## **Trade Adjustment Assistance (TAA) Budget Information Summary (BIS) Instructions**

### **Section I - Identification Information**

Michigan Works! Agency (MWA): Enter the name of the MWA.

Policy Issuance: Enter the policy issuance number applicable for the BIS. (“16-18c1” has been entered.)

Grant Name: Enter the name of the grant associated with the funding being awarded. (“AY15 Trade Adjustment Assistance” has been entered.)

Project Name: Enter the name of the project associated with the funding being awarded. (“Trade” has been entered.)

Plan Period: Enter the start and end dates of the plan period. (“10/01/16 to 09/30/17” has been entered.)

CFDA Numbers: Enter the appropriate CFDA number for the funding being awarded. (“#17.245” has been entered.)

### **Section II - Total Funds Available**

Program Award: Enter the amount of the program allocation.

Case Management Award: Enter the amount of the allocation planned for case management activities. MWAs were awarded 35% of the program award for case management activities.

Administration: Enter the amount of allocation planned for administration. MWAs may not expend more than 5% of total expenditures on administrative activities.

Total Funding: Enter the total of Program, Case Management, and Administrative Funding.

### **Section III - Current AY Planned Expenditures by Cost Category**

Job Search: Enter amount of allocation planned for job search allowance activities.

Relocation: Enter amount of allocation planned for relocation allowance activities.

Training: Enter amount of allocation planned for training activities (and related costs).

Total Program: Enter the total of Job Search, Relocation, and Training Award.

### **Section IV – Limitation Percentages**

This section was developed to assist the MWA and TAA state coordinators in reviewing planned expenditures and to ensure the MWAs are in line with required percentages.

***The Budget Information Summary (AY15 Trade Adjustment Assistance) can be found as an Excel document, Attachment A, to this email.***

**Trade Adjustment Assistance Allocations  
Fiscal Year 2017**

<b>Michigan Works! Agency</b>	<b>Program Award (Job Search, Relocation, Training)</b>	<b>Administrative Funds*</b>	<b>Case Management Award</b>	<b>Total Funding**</b>
West Michigan Works	879,657	43,982	307,880	1,231,519
Berrien/Cass/Van Buren	100,000	5,000	35,000	140,000
Capital Area	100,000	5,000	35,000	140,000
DESC	537,874	26,893	188,256	753,023
Great Lakes Bay	678,287	33,914	237,400	949,601
Macomb/St. Clair	656,630	32,831	229,821	919,282
Northeast	100,000	5,000	35,000	140,000
Northwest	100,000	5,000	35,000	140,000
Oakland	1,347,239	67,361	471,534	1,886,134
Region 7B	100,000	5,000	35,000	140,000
SEMCA	509,738	25,486	178,408	713,632
Southwest	292,300	14,615	102,305	409,220
Upper Peninsula Talent Council	100,000	5,000	35,000	140,000
GST Michigan Works	409,146	20,457	143,201	572,804
Southeast	289,396	14,469	101,289	405,154
West Central	100,000	5,000	35,000	140,000
<b>State Total</b>	<b>6,300,267</b>	<b>315,008</b>	<b>2,205,094</b>	<b>8,820,369</b>

*\*Administrative funds are for set aside funds only and are limited to 5% of programmatic expenditures.*

*\*\*Funding awarded is Appropriation Year 2015 funding (for expenditure October 1, 2016 through September 30, 2017.)*