

MEMORANDUM

DATE: March 26, 2021

TO: Local Workforce Development Board Executive Directors

FROM: Steven Gustafson, Workforce Administrator, Bureau of One-Stop and Program Support *Steve Gustafson*

SUBJECT: Trade Adjustment Assistance Quarterly Success Stories

This memorandum provides notification to Local Workforce Development Boards (LWDBs) regarding quarterly submissions of Trade Adjustment Assistance (TAA) participant success stories.

The U.S. Department of Labor Office of Trade Adjustment Assistance is requesting TAA program participant success stories from states and local areas. LWDBs will submit quarterly success stories to the Florida Department of Economic Opportunity for active TAA participants. If the region is not actively serving TAA participants, then no submission is required. TAA participant success stories shall include, but are not limited to:

Basic Participant Information

- Full name
- Former industry
- Former wage
- Petition number
- Layoff date
- Case manager name

Training, Benefits, and Outcome Information

- Training type
- Training start/completion dates
- Credential(s) gained
- Benefits received (including trade readjustment allowance, reemployment trade adjustment assistance, and the Health Coverage Tax Credit)
- Current industry
- Current wage

Success stories shall be submitted to TAA@deo.myflorida.com using the U.S. Department of Labor Office of Trade Adjustment Assistance Success Story Cover Sheet.

For more information, please contact Christina Omran, State Trade and Rapid Response Program Coordinator, via e-mail at Christina.Omran@deo.myflorida.com.

cc: Keantha B. Moore, Charles Williams, Steven Gustafson, Casey Penn.

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399
850.245.7105 | www.FloridaJobs.org
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