



# Getting back to work after a Trade Related Layoff

## Trade Adjustment Assistance Benefits and Services

### Overview & Petition Process

The Trade Adjustment Assistance (TAA) Program is a federal entitlement program that assists U.S. workers who have lost or may lose their jobs as a result of foreign trade. This program seeks to provide adversely affected workers with the opportunity to obtain the skills and credentials, resources and support necessary to become reemployed.

The first step to receiving TAA benefits and services is to file a petition online or by mail with the U.S. Department of Labor (DOL). Petitions are available online and may also be obtained at American Job Centers. The petition may be filed by:

- Three or more workers in the same firm or subdivision;
- The worker's employer;
- A union official or other duly authorized representative of such workers; or
- American Job Center partners (including state workforce agencies and dislocated worker units)

Upon receiving a petition, DOL initiates an investigation to determine whether the circumstances of the layoff meet the group eligibility criteria established by the Trade Act of 1974, as amended. DOL provides notification of certification or denial.

U.S. Department of Labor,  
Office of Trade Adjustment Assistance  
200 Constitution Avenue, NW, Room N-5428  
Washington, DC 20210  
Phone - (202) 693-3560 or 1-888-DOL-OTAA (1-888-365-6822)  
Fax - (202) 693-3584, 3585  
Email: [taa.petition@dol.gov](mailto:taa.petition@dol.gov)  
[www.doleta.gov/tradeact](http://www.doleta.gov/tradeact)

### Program Eligibility

A petition identifies a worker group at a specific firm or subdivision and covers all individuals in that group.

A group of workers may be eligible for TAA if their jobs are lost or threatened due to trade-related circumstances as determined by the DOL certification. Circumstances may include:

- Increased imports;
- A shift in operations to certain countries;
- Supply or downstream production to certain companies with TAA-certified workers.

The latest information regarding program eligibility is available at [www.doleta.gov/tradeact/](http://www.doleta.gov/tradeact/).

The certification determines group eligibility to apply for TAA benefits and services.

Workers in a certified group will be notified by their state, at which time they may apply for individual eligibility for benefits and services.

Once a worker has been notified, it is important to maintain contact with the local American Job Center to meet required deadlines, ensure proper understanding of the rules, and receive guidance on benefits and services available to workers.

[Doleta.gov/tradeact/](http://Doleta.gov/tradeact/)

# TAA Benefits & Services



If a worker is a member of a worker group certified by DOL that worker may be eligible to receive the following benefits and services at a local American Job Center:

## Employment & Case Management Services Training:

- Vocational training, on-the-job training, customized training designed to meet the needs of a specific employer or group of employers, apprenticeship programs, remedial training, and more

## Trade Readjustment Allowances (TRA):

- Income support available in the form of weekly cash payments to workers who are enrolled in a full-time training program and have exhausted their unemployment insurance

## Job Search Allowances:

- Reimbursement for costs of seeking employment outside of the worker's commuting area

## Relocation Allowances:

- Reimbursement for relocation costs for employment outside the worker's commuting area

## Reemployment Trade Adjustment Assistance:

- A wage subsidy for up to two years that is available to reemployed older workers and covers a portion of the difference between a worker's new wage and their old wage (up to a specified maximum amount)

## Health Coverage Tax Credit:

- A 72.5% credit for the costs paid for health care insurance may be claimed on federal income taxes. For more info go to: <http://www.irs.gov/HCTC>

## Illinois State Trade Contact Information



The U.S. Department of Labor, Employment and Training Administration is responsible for the Trade Adjustment Assistance program. However, states administer the program. The Illinois Department of Commerce and Economic Opportunity's Office of Employment and Training is designated as the Illinois agency responsible for the program administration in conjunction with the Illinois Department of Employment Security.

### Commerce Trade Contacts

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(217) 558-2474 – (217) 558-2444 fax

Sheila Sloan/ [sheila.sloan@illinois.gov](mailto:sheila.sloan@illinois.gov)  
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Illinois Department of Commerce and Economic Opportunity, Office of Employment & Training  
500 East Monroe Street, 9<sup>th</sup> fl./Springfield, IL 62701-1643  
[www2.illinois.gov/dceo/](http://www2.illinois.gov/dceo/)

### IDES Trade Contact

John Ferry/ [john.ferry@illinois.gov](mailto:john.ferry@illinois.gov)  
(217) 524-7898 – (217) 524-4924 fax

For information on Laid off worker assistance services, visit:  
[illinoisworknet.com/layoffassistance](http://illinoisworknet.com/layoffassistance)



Illinois  
Department of Commerce  
& Economic Opportunity



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The Illinois workNet Center System, an American Job Center, is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment by calling TTY (800) 526-0844 or 711. April 2019 v2