**TRADE 101 CHAT Q&A**

**10/14/21**

**Questions**

**Q1: If case management is under 1-EC, should other WIOA services be listed under 1-D or 1-DC?**

A1: Services not covered by Trade funds can be paid for with the 1EC grant as well. You will want to reflect all actual services provided under 1EC on the WIOA application. So if a participant receives career planning under 1EC and a travel allowance, we would expect to see both service lines opened.

**Q2: Please confirm that Reading and Math tests are not required for customers with Bachelors and Associates degree, accepted into a training program as listed in recent DCEO policy Chapter 5 section 9.5.**

A2: Yes. Also, testing is not required for RTAA and job search and relocation only participants. WIOA provides states with the authority to develop policy on the Basic Skills Deficient definition; therefore, with supporting documentation, the policy will provide exceptions for:

An individual who has obtained an associate degree or higher;

Individuals who within the last year have taken the entrance or Placement exam for the postsecondary institution that they intend to attend and passed with scores that do not need developmental or remedial courses in their chosen area of study;

Youth who within the last six (6) months have taken the entrance or placement exam for the postsecondary institution that they intend to attend and passed with scores that do not need developmental or remedial courses in their chosen area of study;

Adults or Dislocated Workers who are entering only WIOA On-the-Job Training, Paid Work Experience, or Customized Training;

Trade Adjustment Assistance (TAA) customers only receiving Job Search and/or Relocation Allowances.

**Q3: Can the customer deny the .1 mile transportation?**

A3: A participant may decline any service or benefit. If they do, have them indicate so in writing. Make clear that even if they decline the travel benefit, they still must provide attendance sheets and remain otherwise compliant with the Trade rules.

**Q4: Are the days that are countable only scheduled school days or business days and do we include weekends? Please define “countable days”.**

A4: Countable days are from the Trade regulations. 20 CFR 618.775(b) of the Trade regulations states: For the purpose of determining whether a break in training is within the 30 day maximum allowed, all calendar days beginning with the first day of the training break and ending with the last day of the break, as provided in the published schedule of the training provider, must be counted. However, Saturday, Sunday, or official State or national holiday occurring during the scheduled break in training is excluded from the 30 day count if training normally would not be scheduled in the training program during those days if there were no break.

**Q5:** **In some cases, the training provider uses a third party vendor to provide transcripts, one school charges $12.00 for a copy of transcripts. Is that an allowable cost to obtain that copy?**

A5: The cost of obtaining transcripts to complete an assessment or to validate credentials is an allowable cost under Trade.

**Q6: Concerning the workNet list of Trade Forms, it is necessary to open the form to determine the effective date. Would it be possible to add the date next to the form name and number on the list so we can determine without having to open each form?**

A6: The effective dates for all Trade forms have been added to the workNet site at the end of the form title.

**Q7: Should we copy Susan, Sheila and Lori on emails with TA team to arrange video conferences as well?**

A7: The Trade Unit staff does not need to be copied on emails related to Trade Rapid Response Workshops or other meetings related to the Trade Rapid Response activities unless there is something specific that is needed to be provided by the Trade Unit staff. We are not usually involved in the Trade Rapid Response Workshop activities except in special circumstances.

**NOTES**

Please note the following regarding credentials and measurable skill gains.

1. The date of credential must be during the time of participation in the program or up to one year after exit to count as a positive.
2. For 1D/Trade co-enrolled participants, their Measurable Skill Gains need to be entered on both the WIOA Application and the Trade Application in IWDS.