



**CATAWBA TAA INSTRUCTION NUMBER:** 10-01

**TO:** All Catawba WIA One-Stop and Intensive Services Staff

**SUBJECT:** Definition of the Commuting Area

**ISSUANCE DATE:** October 26, 2009

**EFFECTIVE DATE:** January 1, 2010

**PURPOSE:** To issue State policy concerning the definition of commuting area pursuant to transportation allowances, subsistence, job search allowances, and relocation allowances under the Trade Adjustment Assistance (TAA) Program.

**BACKGROUND:** The TAA Program allows for payment of transportation or subsistence payments to attend training, out-of-area job search allowances, and job relocation allowances when the travel is outside a participant's commuting area.

**POLICY:** Effective January 1, 2010, the definition of a "commuting area" will be twenty five (25) miles one way from a participant's residence.

All TAA participants who are applying for, or are already participating in, TAA approved training on or after January 1, 2010, will be reimbursed according to this definition of the commuting area. TAA participants in training that were previously denied travel allowances because they did not meet the commuting definition, should be encouraged to reapply.

All new job search allowance and relocation allowance applications received on or after January 1, 2010, will be reimbursed according to this definition.

**ACTION:** All applicable Catawba WIA service providers and one-stop workforce center staff will implement and comply with these instructions.

**INQUIRIES:** If you have questions regarding this instruction, please contact Brigette Miller or Nicole Lawing at (803) 327-9041.

  
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Nicole Lawing, Administrator  
Catawba Workforce Investment Area

10-28-09  
Date

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