

Attachement 6h: Trade Adjustment Assistance WFC Interview Template**

July 2020 Changes Are Yellow-Highlighted

** To prepare for the on-site monitoring and interviews, Local Workforce Areas may review and complete WFC Interview Templates. However, the completion and submission of templates prior to the on-site review is not a requirement for local areas.

Local Area: _____ Date completed: _____

WFC Staff Interviewed: _____

Sources: PGL TAA-2011-02 Change 1; TEGL 05-15; PGL TAA-2016-01; TEGL 10-11; PGL TAA-2011-01 Change 3

1. During initial contact with a Workforce Center staff member, how is it determined if the client should be seen for TAA or for another program?
2. USDOL has an expectation to have a minimum of 50% co-enrollment. Does your local area meet that expectation? If no, please explain.
3. What challenges does your staff experience in co-enrolling TAA/WIOA participants? How is your area meeting these challenges and improving co-enrollment?
4. What challenges does your staff experience in documenting TAA services to participants?
5. What factors are taken into consideration when assessing a participant's need for training?
6. What strategies does your local area use to provide follow-up services?
7. What type of technical assistance needs do you have? (include suggestions for TAA process improvements that your staff may have introduced at MIS meetings)