

Policy Name: Transportation Payments
Policy Number: BGWIOA-N16-S12
Effective Date: October 12, 2016
Applies To: Adults, Dislocated Workers, Older Youth, Trade

1. **Purpose:** This purpose of this policy is to provide guidance to WIOA staff on the background, reason, and implementation of incentives for the Transportation Payment Policy as defined by CFR 617.28.
2. **Background:** This policy was updated and approved on October 12, 2016 in order to clarify the commuting area for TAA eligible individuals.
3. **Definitions:**
 - A. *TAA - Trade Adjusted Allowance.*
 - B. *CFR – Code Federal Regulations*
 - C. Commuting area for TAA eligible is defined by the state as 30 miles one way from the trainee’s home to the training facility as determined by bymapquest.com.
4. **Policy:**
 - A. **Requirements:** A trainee under this Subpart C shall be afforded supplemental assistance necessary to pay transportation expenses if the training is outside the ***commuting area***, but may not receive such assistance if transportation is arranged for the trainee as part of a group and paid for by the State agency or to the extent the trainee receives a payment of transportation expenses under another Federal law, or to the extent the individual is entitled to be paid or reimbursed for such expenses from any other source.
 - B. **Guidelines:** A transportation allowance shall not exceed the lesser of: the actual cost for travel by the least expensive means of transportation reasonably available between the trainee’s home and the training facility; or the cost per mile at the prevailing mileage rate authorized under the Federal travel regulations. See 41 CFR Part 101-7, not to exceed allowable reimbursement based on locale.
5. **Inquiries:** Questions should be addressed to the Workforce Services Manager and/or the Director of Workforce Services.