

## Frequently Asked Questions: PIRL TAA Records Overview

### Submitting Files

**Q1:** *When is the PIRL due?*

**ANSWER:** The PIRL is due on the 15<sup>th</sup> of the month in the second month of the subsequent quarter. This deadline applies irrelevantly of holidays and weekends, per [Training and Employment Notice \(TEN\) 08-21](#).

Report Quarter End Date	Reporting Due Date
March 31	May 15
June 30	August 15
September 30	November 15
December 31	February 15

**Q2:** *What do we do if we will be unable to meet the reporting deadline?*

**ANSWER:** If you will be unable to meet the reporting deadline, you must request an extension. Extensions may be approved by [TAA Regional staff](#). Extension requests must include a specific date by which the report would be submitted and the reason for the delay. Extensions are typically granted for time periods of a week or less. Extensions are granted on a **per program** basis: if a state is submitting an integrated file, an extension must be granted by each affected program.

**Q3:** *Is there a cutoff for when WIPS will accept submission or resubmission?*

**ANSWER:** Yes. Submissions and resubmissions are locked automatically by the WIPS system 90 days after the end of the report quarter.

**Q4:** *When can data be submitted or resubmitted?*

**ANSWER:** States are required to report the PIRL and certify the respective QPR by the reporting deadline. States may resubmit and recertify any time before the deadline. If a state was unable to meet the reporting deadline and has an approved extension from the Regional staff, states may submit a file up to the extended deadline. Report submissions are automatically locked by the system 90 days after the end of the report quarter. If data must be submitted or resubmitted after 90 days, please contact the appropriate [Regional staff](#) and cc Robert Hoekstra ([hoekstra.robert@dol.gov](mailto:hoekstra.robert@dol.gov)) and Susan Manikowski ([manikowski.susan@dol.gov](mailto:manikowski.susan@dol.gov)) for instructions on how to proceed.

**Q5:** *I have already certified a file for TAA, but I need to resubmit and recertify. Will duplicate records be created?*

**ANSWER:** No. When the same user in the same state certifies a second file for a TAA program, it overwrites the previously certified data. This causes the previously certified QPR to be de-certified, as only one QPR can be certified at a time for a program in a particular quarter. When a new QPR is certified, the system automatically de-certifies **all QPRs** associated with the old file. This means that if a file is originally submitted for more than one program, all programs would need to have their QPRs recertified with the new data.

## Frequently Asked Questions: PIRL TAA Records Overview

**Q6:** *I submitted a file for multiple programs, but need to resubmit one program. How do I do that?*

**ANSWER:** When one program's data is resubmitted and recertified, the system will automatically de-certify **all QPRs** associated with the old file. Because the old file data is removed when a new file is certified, data must be resubmitted for all programs. Therefore, states must resubmit a revised single joint file and recertify all QPRs or resubmit individual files for each program and recertify all QPRs.

**Q7:** *I think there is an issue with an edit check, who do I contact?*

**ANSWER:** The primary point of contact for issues with edit checks is to submit a WIPS Helpdesk request through the WIPS system. They will create a ticket that will be assigned to the appropriate program team. For TAA edit check issues, please also email Robert Hoekstra ([hoekstra.robert@dol.gov](mailto:hoekstra.robert@dol.gov)) and Susan Manikowski ([manikowski.susan@dol.gov](mailto:manikowski.susan@dol.gov)) to speed resolution as the ticket will be assigned to us.

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### Report Records

**Q1:** *What must occur for a participant record to be officially included as a record for a program?*

**ANSWER:** For a record to officially be included for a program it must meet the following criteria:

1. The individual record must include the particular program flag.
2. The individual record must be included in a file submitted with an appropriate schema (format).
3. The program must be selected during file upload.
4. The file must pass all edit checks including duplicate rules, valid value rules, and logical rules.
5. The program-specific generated Quarterly Performance Report (QPR) must be certified.

**Q2:** *What are acceptable schemas for the TAA Program?*

**ANSWER:** The TAA Program accepts the Full PIRL Schema and the State Integrated Record Schema (SIRS). There is no stand-alone TAA schema.

**Q3:** *What is the TAA Program flag?*

**ANSWER:** The TAA Program flag is Date of First TAA Benefit or Service (PIRL 925). Only records with a date entered in the Date of First TAA Benefit or Service (PIRL 925) element are considered TAA participants.

**Q4:** *What are some of the other major program flags?*

**ANSWER:** Program participation flags are the same flags used to initiate a program's logical edit checks to run on a record. A full list of program flags can be found in the [Co-Enrollment #3: Reporting FAQ](#), in the *Co-Enrollment and PIRL Reporting* section, Question 1.

## Frequently Asked Questions: PIRL TAA Records Overview

### Workers Who Are Not Yet Participants

**Q1:** *Are workers who have had a TAA eligibility determination but are not TAA participants reported?*

**ANSWER:** No. For the TAA Program, only participants who have received at least one TAA benefit or service are reported. Workers that have been determined eligible but have not yet received a TAA benefit or service are not reported.

**Q2:** *Has reporting of TAA eligibility changed in PIRL as compared to the Trade Act Participant Report (TAPR)?*

**ANSWER:** Yes. The TAA eligibility elements, TAA Date of Eligibility Determination (PIRL 927) and Determined Eligible for TAA (PIRL 928), align with TAPR elements 953 and 954. However, unlike in TAPR, PIRL does not require that non-participants be reported.

**Q3:** *May TAA ineligibility be reported in some circumstances?*

**ANSWER:** Yes. States are highly encouraged to implement integrated reporting practices. Because TAA eligibility elements TAA Date of Eligibility Determination (PIRL 927) and Determined Eligible for TAA (PIRL 928) are included in both the Full PIRL Schema and the SIRS, states may report on this element for individuals who are participants in other programs that report through the PIRL if they have been determined ineligible for the TAA program. However, because these elements are not required for non-TAA participants, the reporting of TAA eligibility determinations for non-TAA participants is entirely voluntary.

**Q4:** *Does TAA report reportable individuals if they are not TAA participants?*

**ANSWER:** No. Unlike other programs such as the WIOA Core programs, there are no reportable individuals<sup>1</sup> under the TAA program that are not also TAA participants.

**Q5:** *What triggers participations for TAA participants?*

**ANSWER:** Any TAA-funded benefit or service provided after being determined eligible triggers participation in the TAA program. A full list of services can be found in [Appendix III](#) (page 40 of the PDF) of [TEGL 14-18](#).

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<sup>1</sup> The term “reportable individual” is defined for the WIOA core programs in the WIOA regulations at 20 CFR 677.150(b).

## Frequently Asked Questions: PIRL TAA Records Overview

### Reporting TAA Eligibility Determinations

**Q1:** *What is the TAA Application Date (PIRL 924)?*

**ANSWER:** The TAA Application date is the earliest date in which a participant applies for TAA benefits or services. TAA eligibility is based on the TAA application date. As such, the TAA Application Date (PIRL 924) must also be on or before the TAA Date of Eligibility Determination (PIRL 927).

**Q2:** *If a worker is determined eligible for TAA multiple times, which date should be reported in the PIRL?*

**ANSWER:** The **earliest** date that a state determines a worker is eligible for TAA under the certified worker group that the worker is served under, should be populated in TAA Date of Eligibility Determination (PIRL 927). The TAA Date of Eligibility Determination (PIRL 927) should always be on or after the TAA Application Date (PIRL 924) and on or before the Date of First TAA Benefit or Service (PIRL 925).

**Q3:** *It is determined that a TAA participant, who had been determined eligible, was not in fact eligible. How are they reported?*

**ANSWER:** The original TAA eligibility determination date when they were determined eligible continues to be reported in TAA Date of Eligibility Determination (PIRL 927) and the original eligibility determination of 1 (Yes) continues to be reported in Determined Eligible for TAA (PIRL 928). Because the participant will no longer be receiving TAA benefits and services, they will exit normally after 90 days.

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### Span of Individual Record Report Cycle

**Q1:** *When are TAA participants first reported on PIRL?*

**ANSWER:** TAA participants must be reported on the TAA PIRL in the first quarter in which the Date of First TAA Benefit or Service (PIRL 925) is populated. The record may also be reported earlier, particularly when submitting an integrated file, if the individual is a participant or reportable individual under another program. Individuals must have entered the program before they receive services, therefore, by definition, the Date of Program Entry (PIRL 900) will be on or before Date of First TAA Benefit or Service (PIRL 925).

**Q2:** *When are TAA participants no longer reported in PIRL?*

**ANSWER:** TAA participants continue to be reported in PIRL during participation and through ten quarters after exit. For example, the September 30<sup>th</sup>, 2018 file should include all current participants plus all participants with a Date of Program Exit (PIRL 901) of April 1<sup>st</sup>, 2016 or later. For a visualization of the exiters reported for a particular reporting quarter, please see the [PIRL Reporting Timelines](#).