

**Attention Manufacturing Companies:**

Did you know that your company may be eligible for up to \$75,000 to help pay for Compensation Consulting and Training?

The **Trade Adjustment Assistance Center (TAAC)** has been chartered by the Economic Development Administration of the U.S. Department of Commerce with the responsibility for the disbursement and management of Trade Adjustment Assistance federal grant funds. These funds assist manufacturing companies to help compete with global trading by hiring firms like **Compensation Resources, Inc.** to enhance the performance and competitiveness of the companies in order to become more successful.

I have attached some information for your review. Please contact your local TAAC representative as soon as possible to take advantage of this very important federal assistance.

**MidAtlantic Trade Adjustment Assistance Center (MATAAC)**

550 Township Line Road  
Suite 450  
Blue Bell, PA 19422  
(800) 566-7522 . Fax  
<http://www.mataac.org>

In the mean time, please feel free to contact us should you have any questions about how we can help your company capitalize on this great opportunity.

**877-934-0505**

or email

[inquiries@compensationresources.com](mailto:inquiries@compensationresources.com)

## *MidAtlantic TAAC*

### Key Items of Plan

---

- Projects can vary from \$1,000 to \$150,000 total (50% payable from the Manufacturer and 50% funded by the Government)
- If project fees are over \$20k; the manufacturer must get competitive bidding
- Does not apply to rolling/reoccurring expenses, i.e., monthly tech support & annual taxes - must be Project Based
- Can not apply to assets, i.e., purchase machines

### How to Qualify

---

- Company needs to be a manufacturer;
- The company must show that they have been effected by imports;
- Must show Sales decline by 5%; and/or
- Must show Employment decline by 5%.

**If you can't prove this outright, there are many ways to review info to qualify:**

- Sales units can be measured instead of dollar amounts
- You can review specific time frame (busy/slow season)
- You can measure departments specifically
- If compensation was reduced or furlough
- You can review specific product line shrinking

### How to Apply

---

- Review and supply the necessary information on the attached forms
- After review, the company becomes certified to be eligible (free)
- An Adjustment Plan is to be completed (business plan written by TAAC) in the amount of \$2,000-\$3,000 suggesting how the manufacturer can improve their company
- TAAC calls the manufacturer from time to time to see if program is working
- TAAC can also advise on business plans



# MIDATLANTIC TRADE ADJUSTMENT ASSISTANCE CENTER (MATAAC) PETITION APPLICATION INFORMATION

## 1. ***Related Firms***

Does the petitioning firm (or its owners) have any significant ownership interests in other companies? If so, please provide the following information for any subsidiary or any other related firm:

- Name and address
- Type of business
- The ownership of each related firm including names and respective ownership percentages
- Dollar amount and description of intercompany transactions

## 2. ***History of Firm***

Provide a brief history of the firm. Include all of the following information:

- Year founded
- Type(s) of business engaged in
- Description of product lines or services
- Relevant facility data (number of plants, their locations, ownership, square footage, etc.)
- Markets served (domestic and foreign)
- Officers/Directors (names and titles)
- Current ownership and percentage of ownership (totaling 100%)
- Any significant management or ownership changes in the last 5 years
- Any other important events in the company's recent history
- A statement or two as to the impact of imports on the company

## 3. ***Articles Produced and Sold***

Describe your products segregated into three categories: 1) those affected by imports, 2) those not affected by imports and 3) finished articles purchased for resale.

## 4. ***Company Sales/Production/Finished Goods Inventory***

- Provide your total net sales by month for the most recent 36 months on the provided Preliminary Worksheet.
- The data should be no more than 60 days old when supplied to MATAAC and must be supported with copies of the first page of the monthly P&Ls (income statements.)

## 5. ***Financial Reports (Balance Sheet, Income Statement, Statement of Cash Flows and notes)***

Provide one (1) copy of the financial statements for the petitioning firm and any subsidiaries, affiliates or other related entities for the past **four years**, plus the current year-to-date financials.

## 6. ***Company Employment/Quarterly Contribution***

Provide copies of your firm's summary pages of the State Quarterly Unemployment Contribution Reports for the preceding twelve (12) quarters. The detailed sheets included in these reports are not necessary for our purposes.

## 7. ***Customer List and Sales Accounts***

It is important for us to identify a representative sample of your customers that have actually switched to purchasing foreign-produced products or services rather than purchasing these from your firm. Please utilize the provided Customer Worksheet to list **four** (4) customers that have reduced purchases from you in the last 36 months.

Two of these customers, selected by you, will be contacted by MATAAC through you to affirm, via a digitally signed affirmation letter, that they have reduced their purchases from you and have increased their purchases of similar products or services from non-US manufacturers or service providers. Please note: While we will contact two of these customers, in some cases only one affirmation letter may be sufficient and in other cases two or more letters may be required. This information is for verification only and has no other implication.

## 8. ***Digitally Signed Petition***

The completed petition will require your digital signature.