



A tentative agenda is attached.

4. **Action.** SWA Administrators are requested to:

Please complete the attached nomination form and submit to the attention of Rodney Anderson at the Regional Office, no later than COB August 6, 2004. Notice of any subsequent cancellations should be provided to Mr. Anderson as soon as possible.

5. **Inquiries.** Please direct any questions or comments to Rodney Anderson by telephone at (617)-788-0144 or by email at [anderson.rodney@dol.gov](mailto:anderson.rodney@dol.gov).

Renata Jones Adjibodou  
Division Chief  
Division of Workforce Security

Attachment

Attachment 1

TENTATIVE AGENDA  
UI Benefit Financing Seminar  
October 19-22, 2004

Tuesday

1. Introduction to the Federal/State UI System
2. Benefit Cost Estimating
3. Introduction to the Benefit Financing Model/Projection Program
4. Computer Exercises – Projection Program

Wednesday

1. More Cost Estimating
2. Principles of UI Taxation
3. Introduction to the Benefit Financing Model/Financial Forecast Program
4. Revenue Forecasting
5. Computer Exercises – Financial Forecast Program

Thursday

1. Trust Fund Adequacy and Solvency Measures
2. Guest Speaker
3. Federal Loan Provisions
4. Computer Exercises
5. Work on Individual State Models (current model users only)

Friday

1. Experience Rating/Experience Rating Index
2. Computer Exercises
3. Participant Presentations

Attachment 2

NOMINATION FORM  
UI BENEFIT FINANCING SEMINAR

State or Region: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_ Work Phone No. \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Work Address: \_\_\_\_\_

\_\_\_\_\_

EDUCATIONAL BACKGROUND

Years of schooling completed: 12 13 14 15 16 17 18 19 20

Degree	Date	Major
_____	_____	_____
_____	_____	_____
_____	_____	_____

Other relevant education and/or training:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WORK EXPERIENCE

Length of time doing trust fund forecasting/analysis: \_\_\_\_\_

Length of time working in Unemployment Insurance: \_\_\_\_\_

Length of time engaged in other work in research,  
statistics, or related activities: \_\_\_\_\_

Describe briefly your present duties, particularly as related to this seminar:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

COMPUTER AND STATISTICAL SKILLS

Do you have experience or training in the following?

Spreadsheets (specify): \_\_\_\_\_

Statistical packages (specify): \_\_\_\_\_

Regression Analysis: \_\_\_\_\_

RECOMMENDED BY:

\_\_\_\_\_  
Signature Title