PAsmart
statewide movement for
accountability, readiness & training

Growing Registered Apprenticeships and Pre-Apprenticeships in Pennsylvania Grant Program
Grant Opportunity 1 Bidders Conference
August 17, 2021
3:00 PM

Questions and Answers

The following is a list of questions and answers from the PAsmart Growing Registered Apprenticeships and Pre-Apprenticeships in Pennsylvania Bidders Conference for Grant Opportunity 1 held on Tuesday, August 17 at 3 PM via Microsoft Teams.

1. **Will proposals that focus on more than 1 of the 4 focus areas be more competitive?**

   No. These proposals will not necessarily be more competitive. Only one of the focus areas must be addressed. Within the NGA, there is no distinction between the awarded amounts when considering a proposal that covers all four focus areas and a proposal that the covers one focus area. There will be an evaluation process and an evaluation team that will be looking at all facets of the evaluation criteria as well as the alignment with one or more of the focus areas and the PAsmart principles and priorities.

2. **Can an organization that does not presently have a registered apprenticeship or pre-apprenticeship program apply if they are in the process of designing an apprenticeship or pre-apprenticeship program and anticipate achieving registered status by May 2022?**

   Yes. Non-registered apprenticeship programs will have until May 2022 to finalize their registration or show progress towards the finalization of the registration.

3. **Can a for-profit pre-apprenticeship training provider apply for the grant?**

   Yes. A for-profit pre-apprenticeship training provider can apply for the grant especially if the training provider is the program sponsor. The Registered Apprenticeship Program or Pre-Apprenticeship Program Sponsor must indicate their support of the project or involvement in the process if they are not the main applicant.

4. **Would a for-profit pre-apprenticeship training provider be considered an intermediary of a Registered Apprenticeship?**

   An apprenticeship intermediary is an expert in arranging and operating an apprenticeship program for a business. Apprenticeship intermediaries provide varying levels of support to ensure continued program success. A for-profit pre-apprenticeship training provider can be

considered an intermediary of a Registered Apprenticeship. In this instance, the training provider should be working closely with the program sponsor, particularly when it comes down to reimbursement of Related Training Instruction (RTI) costs.

5.   **What is the eligibility difference between grant opportunity number 1 and grant opportunity number 2?**

General grant information, found on pages 14 through 17 of the PAsmart NGA, is consistent between each grant opportunity, and there are no eligibility differences between Grant Opportunity 1 and Grant Opportunity 2.

6.   **Is reimbursement processing planned to be on a rolling basis or a single payment made at the end of the program period?**

Reimbursement payments will be made on a monthly basis.

7.   **Is there a customary 10% for administrative costs allowed?**

10% of the awarded amount is allowed for administrative costs.

8.   **Can you apply for traditional types of apprenticeships along with non-traditional or only non-traditional?**

Yes. Priority consideration will be given to programs that are focused on non-traditional occupations, but that does not necessarily exclude programs with a focus on traditional occupations.

9.   **At the top of Page 5, I see that pre-apprenticeships are eligible for funding under focus areas 3 and 4. However, areas of focus 1 and 2 specifically mention only Registered Apprenticeship Programs. Are Registered Pre-Apprenticeship Programs eligible for funding under Areas of Focus 1 and 2 as well?**

Yes. The focus areas are all-encompassing and apply to apprenticeship and pre-apprenticeship programs. Priority consideration will generally be given to apprenticeship programs over pre-apprenticeship programs. However, this does not specifically exclude pre-apprenticeship programs from being considered.

10.   **Is there a deadline to submit questions?**

There is no deadline to submit questions. Questions can be sent to the Apprenticeship and Training Office's grants resource account any time between now and the grant deadline. The posted Questions and Answers will be updated as necessary. The ATO also encourages all interested applicants to read the NGA thoroughly because some questions can be answered within the document.

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11. **Is there a target or preferred cost per apprentice?**

    There is no preferred cost per apprentice indicated within the NGA.

12. **What's the grant opportunity number?**

    This bidders conference is focused on Grant Opportunity Number 1.

13. **Can you share this PowerPoint?**

    Yes. The PowerPoint slides and a recording of the bidders' conference will be shared with attendees who email the ATO grants resource account and request a link to the recording.

14. **We have a PA Vendor SAP number. Does that mean we are already registered with the Vendor Data Management Unit (VDMU), or is VDMU a separate system?**

    VDMU is a separate system. Applicants need to ensure that all information is updated in the system prior to or shortly after applying for the grant.

15. **You mentioned nontraditional jobs several times. Can you please expand on that?**

    A non-traditional apprenticeship targets occupations in sectors that are found outside of manufacturing and the building trades. The list of sectors includes, but is not necessarily limited to, healthcare, information technology, telecommunications, hospitality, food service, and transportation. Additional information on traditional and non-traditional occupations can be found page 7 of the NGA.

16. **Will traditional pre-apprenticeship programs that have been funded and established under previous PAsmart Grants be funded IF the program works with underserved populations and provides a career pathway for pre-apprentices?**

    Priority consideration will be given to new and previously unfunded initiatives, but that does not necessarily exclude previously funded programs. Other factors, such as the overall strength of the proposal, will be considered by the review/selection committee.

17. **Would early childhood education qualify as a non-traditional industry?**

    Yes. Early childhood education would qualify as a non-traditional industry as it falls outside of the manufacturing and building trades.

18. **Do the organizations have to be attached to a fiscal sponsor?**

    There is no requirement for a fiscal sponsor detailed in the NGA. However, a fiscal agent is required. Any eligible applicant can serve as the fiscal agent. In addition, a program sponsor is required for every Registered Apprenticeship and Pre-Apprenticeship Programs. A program

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sponsor is defined as any person, association, committee, or organization that operates a registered apprenticeship program, irrespective of whether such entity is an employer and in whose name the program is registered that assumes the full responsibility for administration and operation of the program.

19. **If you are a 2019 PAsmart grant recipient that was affected by the COVID pandemic - can you apply to this round of PAsmart to get back on track?**

The ATO encourages all interested applicants to review the priority considerations. Priority consideration will be given to new and previously unfunded programs. While the ATO recognizes that the COVID pandemic has presented unique and difficult challenges, this reinforces the need to build programming that is sustainable and not completely dependent on grant funding.

20. **Does the application require a fiscal partner such as the local workforce board?**

No. Any eligible applicant is able to serve as the fiscal agent. Additional information on suggested program partners can be found in the NGA. Securing a fiscal partner is at the discretion of the grantee.

21. **Is there a matching funds requirement?**

There is no matching funds requirement. However, applicants must demonstrate alignment with the PAsmart funding principles and priorities outlined in the NGA, one of which focuses on leveraging existing resources. Proposals must demonstrate that PASmart resources will leverage and supplement, not supplant, existing public and private resources, including other grants, philanthropic contributions, etc.

22. **Would you expand on what is an ambassador network?**

Interested applicants are encouraged to attend the bidders' conference for Grant Opportunity 2, which focuses on ambassador networks. The conference is scheduled to be held at 1 PM on August 18 and information will be provided at that time.

23. **Is CNC machining considered a traditional apprenticeship program?**

Machining is generally considered a traditional apprenticeship program. However, it is the applicant's responsibility to provide their own determination on whether specific occupations are traditional or non-traditional. Applicants are encouraged to include all reasoning and supporting data/research within their proposals when making this determination.

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24. **If you are using Teams Meeting, will a recording be available in the chat once the meeting ends?**

    If you are using Microsoft Teams, the recording is typically available immediately after the conference in the chat box. However, anyone who is unable to access the recording can email the ATO grants resource account and request a link to the recording. In addition, links to the recordings can be found at https://www.dli.pa.gov/Businesses/Workforce-Development/grants/Pages/pasmart.aspx.

25. **We have been awarded the School to Work Grant. We plan to have a pre-apprenticeship registered within the upcoming school year. Would we be able to apply?**

    Yes. Please note that priority consideration will be given to Registered Apprenticeship Programs over Registered Pre-Apprenticeship Programs. In addition, non-registered programs have until May 2022 to finalize registration or show progress towards the finalization of the registration.

26. **I see in Appendix G that the administrative costs cannot exceed 10% of total funding - are indirect costs included in this as well?**

    With this grant, indirect costs are not included. Indirect costs represent costs that are incurred for common objectives and cannot be easily identified with a specific grant program. Applicants are encouraged to review Appendix H of the NGA for a full list of FSR Cost Categories.

27. **Will applicants be considered for traditional programs (building trades), but for underserved populations and career pathway? Or only non-traditional programs?**

    Yes. However, priority consideration will be given to programs focused on non-traditional occupations. Alignment with the four focus areas will be considered during the evaluation process.

28. **What type of organization can serve as the fiscal partner?**

    Any eligible applicants including businesses, community-based organizations, economic development organizations, industry associations, labor organizations, local education agencies, local workforce development boards, nonprofit organizations, post-secondary institutions, public libraries, and STEM ecosystems may serve as the fiscal agent for this grant. If an applicant decides not to serve as the fiscal agent and chooses to work with an additional fiscal partner, this is at their discretion and must be included in the budget.

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29. **Can a registered pre-apprenticeship training provider apply directly if they are the pre-apprenticeship training/program lead or does the apprenticeship partner need to apply for funding a pre-apprenticeship training program with the grant?**

Yes. A pre-apprenticeship training provider can apply for the grant especially if the training provider is the program sponsor. The Registered Apprenticeship Program or Pre-Apprenticeship Program Sponsor must indicate their support of the project or involvement in the process if they are not the main applicant.

30. **How many of the specified project outcomes (NGA page 8) are you seeking from a single applicant?**

The number of specified project outcomes is dependent on the project being proposed. Applicants are encouraged to align appropriate outcomes with their specific projects and ensure that they are meeting the indicated minimums based on program type.

31. **To clarify, if the grant recipient has an approved indirect cost rate, that is not allowed in this grant?**

No. That is not allowed.

32. **Does a program manager/coordinator wages fall within the 10% admin cap?**

Program manager/coordinator wages do not fall within the 10% admin cap, as these would be considered program expenses.

33. **We are working to establish a pre-apprenticeship program with a registered apprenticeship in a non-traditional career field. Are we eligible to apply for support of our pre-apprenticeship through this grant?**

Yes. However, the ATO encourages applicants to focus on priority considerations in the NGA. Priority consideration will be given to Registered Apprenticeships over Registered Pre-Apprenticeships.

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The following is a list of questions and answers regarding Grant Opportunity 1 as detailed in the PAsmart Growing Registered Apprenticeships and Pre-Apprenticeships in Pennsylvania NGA. Questions were sent to the ATO's Grant Resource Account after the Bidders Conference.

34. **We received the School to Work Grant. We are working with a local high school starting in September along with several employers to create a registered pre-apprenticeship. The pre-apprenticeship is in bio-medical/bio-manufacturing, which would be considered a non-traditional field. The question is the timing, would we be able to apply for the grant in mid-October without our pre-apprenticeship registered in PA?**

   Yes. However, priority consideration will be given to Registered Apprenticeships over Registered Pre-Apprenticeships. In addition, non-registered programs have until May 2022 to finalize registration or show progress towards the finalization of the registration.

35. **Is it allowable for an applicant to work through more than one local workforce development board? Specifically, can the application be regional in scope and overseen through more than one LWDA?**

   Yes. The application can be regional in scope and applicants are able to partner with multiple local workforce development boards.

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