



**pennsylvania**

DEPARTMENT OF LABOR & INDUSTRY



**PAsmart**

statewide movement for  
accountability, readiness & training

## **Growing Registered Apprenticeships and Pre- Apprenticeships in Pennsylvania**

### **Bidders' Conference**

March 30, 2022

10:00 AM



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## Introduction

- 💡 What is PAsmart?
- 💡 Growing Registered Apprenticeships and Pre-Apprenticeships



# What is PAsmart?

- Governor Wolf's PA Statewide Movement for Accountability, Readiness and Training (PAsmart) framework is designed to better align education, workforce and economic development initiatives and funding.
- Designed as strategic, competitive and cross-sector investment focused on meeting the education and workforce development needs of students, workers, employers, and communities across Pennsylvania
- PAsmart grants support the following PAsmart Principles and Funding Priorities:
  - Data-driven Innovation
  - Cross-sector Partnership
  - Cross-sector Alignment
  - Stakeholder Engagement
  - Equity, Diversity and Inclusion
  - Capacity Building
  - Leveraging Existing Resources
  - Performance Outcomes



# Growing Registered Apprenticeships and Pre-Apprenticeships

- Governor's 2020/2021 PAsmart *Growing Registered Apprenticeships and Pre-Apprenticeships* initiative created in partnership with the Pennsylvania Department of Labor and Industry's Apprenticeship and Training Office
- In anticipation of increased employment opportunities as a result of the Infrastructure Investment and Jobs Act, particularly within the building and construction trades, the Pennsylvania Department of Labor & Industry is expanding upon the 2020/2021 PAsmart *Growing Registered Apprenticeships and Pre-Apprenticeships* grant initiative to support programs in the building and construction trades, while proactively working to build a pipeline of skilled workers within this sector.



# Growing Registered Apprenticeships and Pre-Apprenticeships

- \$1.5 million is available to build, support and expand Registered Apprenticeship and Pre-Apprenticeship Programs **in the building and construction trades** with specific focus on diverse talent pipelines and underserved populations.



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## Grant Opportunity Specifics

**Building, Supporting and Expanding  
Registered Apprenticeship and Pre-  
Apprenticeship Programs in the  
Building and Construction Trades**

- 💡 Available Funding
- 💡 Need and Purpose
- 💡 Priority Consideration
- 💡 Project Outcomes Per Grantee



# Available Funding

A total of \$1.5 million in competitive funding is available with a focus on the following:

**Diverse Talent Pipelines and Underserved Populations:** Build new or expand current Registered Apprenticeship and/or Pre-Apprenticeship Programs with a concentration on recruiting from diverse talent pipelines and serving populations traditionally underserved in Registered Apprenticeship or Pre-Apprenticeship. Programs should have a focus on diversity, equity, and inclusion, as well as career pathways to opportunities that pay a living wage.

Competitive grants up to \$400,000 will be awarded per application for apprenticeship and/or pre-apprenticeship programs that have a single-county or localized reach.

Competitive grants up to \$650,000 will be awarded per application for apprenticeship and/or pre-apprenticeship programs that have a statewide or multi-county reach (three or more counties).



# Need and Purpose

## *Diverse Talent Pipelines and Underserved Populations*

- Apprenticeships have a track record of success in advancing careers of workers
- Great opportunity to address education and skill needs when it comes to individuals with barriers to employment and those in underserved communities.
- Makes it possible to reach pool of potential workers that may not have been able to engage in career development due to various barriers and/or needing to earn a consistent income
- Apprenticeships severely behind in serving under-represented populations and supporting diversity, equity and inclusion (DEI) within their programs





# Need and Purpose

## *Diverse Talent Pipelines and Underserved Populations*

- According to a recent equity snapshot from the US Department of Labor focused on demographic information for 686,000 apprentices between 2010 and 2019, 77.5% identified as white, 15.3% as African American, 2.9% as American Indian/Alaska Native, 2.1% as Asian, 1.6% as Native Hawaiian/Other Pacific Islander, and 0.5% as multi-racial.
- Focusing on ethnicity within this same timeframe, 567,000 apprentices provided information with 18.3% identifying as Hispanic.
- Between 2010 and 2019, women accounted for 8.5% of apprentices, and only 3.5% of apprentices in construction-specific programs



# Priority Consideration

Proposals must support PAsmart Principles and Funding Priorities:

- Data-driven Innovation
- Cross-sector Partnership
- Cross-sector Alignment
- Stakeholder Engagement
- Equity, Diversity and Inclusion
- Capacity Building
- Leveraging Existing Resources
- Performance Outcomes

Specific to this grant opportunity, priority consideration will be given to:

- New, previously unfunded initiatives with emphasis on the building and construction trades
- Registered Apprenticeship Programs with emphasis on the building and construction trades
- Projects serving populations traditionally underserved in apprenticeships especially those with multiple barriers to employment such as the Re-Entry or returning citizen population and those with criminal backgrounds



# Project Outcomes Per Grantee

- Develop or expand Individual Registered Apprenticeship Programs that serve at least 8 apprentices during the grant period, *and/or*
- Develop or expand Registered Apprenticeship Programs that utilize a group model that serves at least 3 employers and 25 apprentices during the grant period, *and/or*
- Develop or expand Registered Pre-Apprenticeship Programs that serve at least 20 pre-apprentices in programs with a career pathway concentration and close alignment with secondary and/or post-secondary educational institutions during the grant period, *and/or*
- Develop or expand Registered Apprenticeship Programs that utilize a group model to reach **multiple (3 or more) counties** that serves at least 6 employers/locations and at least 40 apprentices during the grant period, *and/or*
- Develop or expand Registered Pre-Apprenticeship Programs that are replicated across **multiple (3 or more) counties**, align with at least 3 Registered Apprenticeship Programs, and serve at least 40 pre-apprentices during the grant period



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## Grant Information

- 💡 Eligibility
- 💡 Fiscal Agent
- 💡 Application Process
- 💡 Proposed Grant Timeline and Award Period
- 💡 Program Reporting and Evaluation
- 💡 Grant Award Administration
- 💡 Application Submission Information
- 💡 Completed Application Components
- 💡 Vendor Registration
- 💡 Submission Instructions



## Eligibility

Eligible applicants include organizations that serve as sponsors or intermediaries of Registered Apprenticeship and/or Pre-Apprenticeship Programs in the building and construction trades. **Please note that this is a reimbursement grant. Funding is only provided to grantees after expenses have been incurred.**

## Fiscal Agent

Any eligible applicant may serve as a fiscal agent for this grant.

## Application Process

NGA and all related materials can be found at <https://www.dli.pa.gov/Businesses/Workforce-Development/grants/Pages/default.aspx>.



## Proposed Grant Timeline and Award Period

Funding is *anticipated* to be used for grant-related activities between July 1, 2022 and December 31, 2024.

The PAsmart grant funding stream is subject to a yearly waiver process and must receive approval to allow for the continuation of the grant/funding.

**Waivers are not guaranteed. Grantees must be aware that the grant may be terminated at any point should the funding not be extended/available/waivered.**

## Program Reporting and Evaluation

Information included in NGA. The ATO will meet with all awardees to review program reporting requirements, as well as project evaluation.



## Application Submission Information

Applications must be complete, including all mandatory components, and submitted by **5:00 PM on April 21, 2022.**

- Must be no more than 12 pages (one-page max for Project Summary Cover Page, one-page max for Application Form, and 10 pages max for Project Narrative) – budget documents and letters of support do not count toward the 12 pages
- Must be single spaced on 8.5” by 11” paper, with 1” margins using 11-point Calibri font
- Must be in Adobe Portable Document Format (PDF) or Microsoft Office

Incomplete applications or applications that do not meet these specifications will not be evaluated or scored. If an application is more than 12 pages, evaluators will only review the first 12 pages.



# Completed Application Components

Completed applications must include the following components:

1. Project Summary Page (saved as a single file called “Project Summary Cover Page” and one- page max)  
**The Project Summary Page is available in Appendix D of the NGA.**
2. Apprenticeship PAsmart Application Form (saved as a single file called “Application Form” one-page max.)  
**The Apprenticeship PAsmart Application Form is available in Appendix E of the NGA.**
3. Project Narrative (saved as a single file called “Project Narrative” and 10 pages max)  
**The complete and detailed Evaluation Criteria is available in Appendix C of the NGA.**
4. Letters of Support (saved as a single file called “Letters of Support”):  
Each application must have at least three letters of support. Each application must have at least one letter from an education, workforce development, or business/economic development partner.





## Completed Application Components

5. Budget Form (saved as a single file called “Budget Form”):

Applicants must submit a detailed budget that includes expenditures by line item. The budget will be evaluated based on Evaluation Criteria, and in terms of cost reasonableness and the relationship to proposed activities. Budgets must be for the time-period July 1, 2022 through December 31, 2024.

The budget will also become the financial basis for any grant award, including making cost reimbursement payments over the course of the project. L&I reserves the right to unilaterally modify application budgets, prior to, and/or after grant award.

**The Budget Form is available in Appendix F of the NGA and includes examples.**

**Use Appendix H of the NGA, FSR Cost Category, as an additional resource when completing the budget form to assist with titling and defining each available cost category.**



## Budget Form:

Activity Code	Type	Sub Category	Details - Be specific with each category	Unit Qty or Percentage	Unit Price	Total Budget
<b>Administration</b>						<b>\$0.00</b>
A1	Admin	Admin Staff Salaries & Fringe Benefits				
A2	Admin	Operational Expenses (e.g. travel, postage, etc.)				
<b>Career and Supportive Services</b>						<b>\$0.00</b>
B1	Program	Program Staff Salaries & Fringe Benefits				
B2	Program	Operational Expenses (e.g. travel, postage, etc.)				
B3	Program	Other Program Expenses				
D2	Program	Supportive Service Funds				
<b>Training</b>						<b>\$0.00</b>
C1	Program	Tuition Payments/ITAs				
C2	Program	On The Job (OJT) Reimbursements				
C5	Program	Other Training Expenses				
C8	Program	Apprenticeship Training				
					<b>Total Budget</b>	<b>\$0.00</b>

EXAMPLES: \*See Appendix G for more detail on each category

Details = Be detailed, list <u>EACH</u> Cost Item requested	Unit, Quantity or Percentage - Include Details	Unit Price = Cost of single item	Total Budget = Cost of total items
Dell Laser Jet Printer 1600	1	\$1,000	\$1,000
Salary and Fringe – must include position, staff name and proportion charged	% of salary to charge	Total Salary/Fringe	Total charged to grant
Project Manager Jane Doe	5%	\$50,000	\$2,500
Fringe; Healthcare Costs - break down	1%	\$10,000	\$100
Training - Name of Training	4 participants at \$100 ea.	\$100	\$400
Cellphone/Rent/Etc	10% of \$100 monthly bill times 12 mo	\$10	\$120



## Completed Application Components

6. Budget Justification (saved as a single file called “Budget Justification”): Applicants must justify each expenditure by line item, including the costs proposed in each cost category and any other information to support the budget.

**The Budget Justification instructions are available in Appendix G of the NGA.**

7. Goals/Outcomes Table (saved as a single file called “Goals/Outcomes Table”): Describe in detail the desired outcomes of the proposed initiatives and how the outcomes will be measured. Include measurable goals, outcomes, services, performance indicator, evaluation method, target numbers to be served or results, and a timeline to meet the goal or outcome.

**Use Appendix I of the NGA, Goals/Outcomes Table, to clearly illustrate each category.**



Goals/Outcomes Table:

Goal and Outcomes Table						
No.	Measurable Performance Goal/Outcome	Performance Indicator	Evaluation Method	Target Number/Result	Timeline to Meet Goal/Outcome	Comment
1						
2						
3						
4						
5						



## Completed Application Components

8. Timeline (saved as a single file called “Timeline”):

Describe in detail the project timeline by creating a roadmap to include implementation steps necessary to achieve outcomes, cohort start and finish dates, milestones, plans for long term sustainability, and ability to scale and replicate. Timeline should be broken down by each quarter within the grant period.

**Use Appendix J of the NGA, Timeline, as a guide to creating a roadmap of the project. Please note that this template only includes 8 quarters. The performance period of the grant is 10 quarters. Applicants are encouraged to edit the Timeline template to include all 10 quarters.**

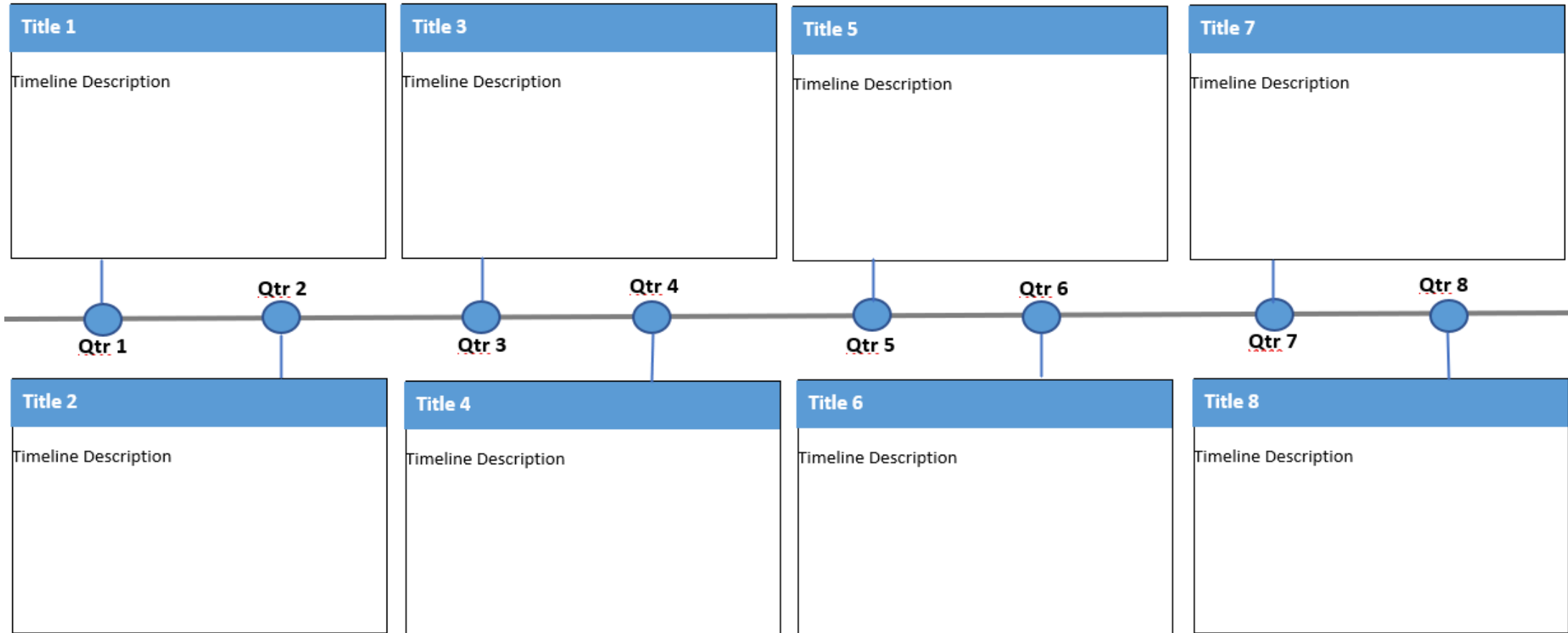
9. EO 2021-06 Worker Protection Certification Form (saved as a single file titled “Worker Protection Certification Form”):

Pursuant to Executive Order 2021-06, Worker Protection and Investment (October 21, 2021), contractors and grantees of the Commonwealth must certify that they are in compliance with Pennsylvania’s Unemployment Compensation Law, Workers’ Compensation Law, and all applicable Pennsylvania state labor and workforce safety laws.

**The form is available as Appendix K of the NGA.**



## Timeline:





## Vendor Registration

All applicants and fiscal agents must be registered with the Commonwealth as a vendor. Applicants and fiscal agents that are not current vendors are strongly encouraged to begin this process immediately following the application submission by registering their organization with the Vendor Data Management Unit (VDMU) at <http://www.vendorregistration.state.pa.us><sup>8</sup> or by calling 717-346-2676 or 1-877-435-7363. Applicants who are not registered with VDMU at the time of award may have their award rescinded.

## Submission Instructions

An electronic copy of the application and all components **MUST** be emailed to the [atogrants@pa.gov](mailto:atogrants@pa.gov) resource account by **5:00 PM on April 21, 2022** with the email subject: “PAsmart 2020/2021 NGA Application: Title of Grant Opportunity, Name of Applying Organization.”



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# Questions & Answers





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## Thank you!



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<https://www.dli.pa.gov/Individuals/Workforce-Development/apprenticeship/Pages/default.aspx>