

School to Work Notice of Grant (NGA) Availability Questions and Answers

School to Work Grant Questions and Answers – Please note that all questions and answers have been paraphrased. If your questions have not been answered after reviewing the responses below, please send them to the Grants Services Resource Account at: RA-LI-BWDA-GS@pa.gov.

1. In reviewing the NGA guide, we noticed that the project runs through December 31, 2023, but the final report is being request by February 28, 2023 is this an error?
Answer: The date the final reports will be due will be February 29, 2024. That date is 60 days past the end date of the performance period. (Note: This date has now been corrected on the NGA on the website.)
2. Is a Local Workforce Development Board (LWDB) which currently does not have their own registered pre-apprenticeship or apprenticeship program eligible to apply for this grant?
Answer: If the LWDB is an entity that will be registered with the department as a pre-apprenticeship program sponsor, then it could apply.
3. If the LWDB is eligible, would the pre-apprenticeship or apprenticeship be registered to the LWDB or to the school or employer?
Answer: There is a lot of flexibility for who can sponsor a pre-apprenticeship program. A LWDB can be a sponsor but should be partnered with an educational facility and must be partnered with a Registered Apprenticeship employer.
For more specific questions regarding apprenticeship program and pre-apprenticeship program registrations, please contact the Apprenticeship and Training Office at the resource account at apprenticeship@pa.gov or by visiting the website at: <https://www.dli.pa.gov/Individuals/Workforce-Development/apprenticeship/Pages/default.aspx>.
4. To build and register a pre-apprenticeship program does there need to be an existing apprenticeship program in place?
Answer: A pre-apprenticeship program must partner with a Registered Apprenticeship employer.
5. Are high school graduates able to participate or only currently enrolled high school students?
Answer: High School graduates would be able to participate, but the focus should be students from grades nine through twelve. Priority scoring will be given to applicants who serve participants from nine through twelve.
6. We serve multiple counties. Are we able to submit more than one grant?
Answer: There is a section on the “Appendix A: Application Form” where you indicate which counties would be served by your project. You could serve multiple counties with one grant.
7. Will it be acceptable to choose an educational partner as a fiscal agent?
Answer: The program sponsor must also be the fiscal agent.

8. In the section labeled "Eligible Applicants", it references a program "sponsor" and goes on to describe that the sponsor must be partnered with a school. Would a public secondary/post-secondary career and technology center be an eligible applicant for this grant award?

Answer: Yes, the Career and Technology center can be the sponsor and the requirement to partner with an educational entity would be considered fulfilled.

9. Can you specify the target audience noted as "students"? Are you interested in applicants focusing on secondary students, post-secondary students, or another audience of students?

Answer: The priority focus should be students from grades nine through twelve, with program completion and transition to post-secondary training, education, or employment being prioritized.

10. Is the grant intended for school entities? Looking at the application, it appears that it is geared more toward higher education and technology centers. However, could a comprehensive high school (not a CTC) use the grant to begin a pre-apprenticeship program? Would the expectation be that we partner with another school district, or with some other organization? We would be considered the grant sponsor, correct?

Answer: Yes, a comprehensive high school could use the grant to begin a pre-apprenticeship program and the requirement to partner with an educational entity would be considered fulfilled.

11. Would you please clarify which types of organizations can apply for this grant, such as Workforce Boards, community colleges, etc.?

Answer: Eligible applicants can be any entity that is or will be registered with the department as a pre-apprenticeship program and which will have the full responsibility for the administration and operation of the program. These entities could be LWDB's, secondary schools, community colleges, etc.

12. To deliver a program of this size and scope, we would need to bring on additional staff/contracted support – would this be considered support services costs?

Answer: Hiring of additional staff is allowable and would be considered program costs.

13. How difficult is the process to register with the Department of L&I as a pre-apprentice program? Is it attainable in the short-term? Is it complicated?

Answer: Once you develop your pre-apprenticeship program, the next step is to complete the registration paperwork necessary to formally register with the PA Apprenticeship and Training Office (ATO). These forms include your program's Standards and its accompanying Appendixes:

- **Standards of Registered Pre-apprenticeship:** Standards are the Sponsor's written plan outlining all terms and conditions for the recruitment, selection, employment, training, and supervision of their pre-apprentices. It specifies the legal requirements of all Registered Pre-apprenticeship programs and includes details of your specific program.
- **Appendix A – Program Description:** Provides a comprehensive description of the pre-apprenticeship program.
- **Appendix B – Pre-apprentice Agreement:** Contains the pre-apprentice's personal and demographic information.
- **Appendix C – Training Plan:** Provides additional details on the specific trainings that will be provided.

- **Appendix D – Letters of Support:** Includes support letters from RTI providers and associated registered apprenticeship program sponsors.

Once this step is complete, you will formally register your program with the State. This step involves submitting your program for review and approval by the ATO. This step certifies the program meets the requirements established by the State. Keep in mind to reach out to or stay in touch with the Apprenticeship and Training Field Rep (ATR). They are here to assist in the process. The ATO is working on a comprehensive guide to assist with this process. Until that is released, please visit the [apprenticeship webpage](#) for more detail and for the ATR contact info.

Awardees will have ninety (90) days from the notice of award to register their pre-apprenticeship program.

14. How do I find out if there are any pre-apprenticeship programs currently serving specific counties?

Answer: With regards to requesting a list of Registered Apprenticeship Programs in the state of PA you can reach directly out to the Apprenticeship and Training Office as the team is here to support the public and educate on Apprenticeship and Pre- Apprenticeship. The Apprenticeship and Training Office team resource account can be reached at: apprenticeship@pa.gov.

15. We have a PA Registered Apprenticeship program for operating engineers. The program uses both classroom and in-field training. Will this grant be able to help support our program? If so, how do we apply, and can you walk me through the next steps and the process to receive the grant dollars?

Answer: This grant could develop a pre-apprentice program to support the Registered Apprenticeship. The steps to apply for this grant are outlined in the Schools to Work Grant Program NGA, starting at the section “Application Process and Submission Information”. The NGA can be found by visiting the Department of Labor and Industry’s website, found here: <https://www.dli.pa.gov/Businesses/Workforce-Development/grants/Pages/default.aspx>

16. Is there preference or additional consideration for Pre-Apprenticeship Programs that are already registered verses applications that say they “will register” their pre apprenticeship program?

Answer: There is no preference regarding already registered pre-apprenticeship programs versus pre-apprenticeship programs that will be registered. Although previously registered programs may be able to speak to the score criteria components more fully as their program has already been developed.