Commonwealth of Pennsylvania
Department of Labor & Industry

Schools-To-Work Program

Notice of Grant Availability

Proposals Due: Tuesday, March 15, 2022, at 4 PM ET

TOM WOLF, GOVERNOR
WWW.PA.GOV

JENNIFER BERRIER, SECRETARY
WWW.DLI.PA.GOV

Table of Contents

Key Dates

February 11, 2022	Notice of Grant Availability (NGA) Release Date
February 17, 2022 At 1:30 PM ET	Bidder's Conference: Microsoft Teams Meeting: Click here to join the meeting **Or call in (audio only)** Toll Number: +1-267-332-8737 Phone Conference ID: 652 135 371# A complete list of Q&As if applicable will be posted here: https://www.dli.pa.gov/Businesses/Workforce-Development/grants/Pages/default.aspx
March 15, 2022 at 4:00 PM ET	Application Due Date Applications must be submitted to the RA-LI-BWDA-GS@pa.gov resource account with the email subject: "Schools-To-Work Program NGA Application – Program Year 2021."
July 1, 2022	Contract Start Date
December 31, 2024	Contract End Date

Introduction

The Pennsylvania Department of Labor & Industry (L&I) announces the availability of approximately $2,500,000 in funding for Schools-to-Work Program (STWP) Grant awards. L&I will be launching a Schools-to-Work Program through the competitive award of a grants to sponsors in partnership with schools in the commonwealth to support the establishment or enhancement of a workforce development partnership between schools, employers, organizations, or associations to create employment and training pathways. The Notice of Grant Availability (NGA) seeks applications to support this statewide initiative.

Project Focus

The project proposal must create learning opportunities for participating students and should focus on the coordination of people and resources to help individuals on a continuous path to family sustaining employment and growth in a career. Within education, this coordination includes aligning our state's K-12 and postsecondary education systems, as well as the career and technical education services provided within and across program providers, closely mirroring the apprenticeship structure, model, and desired results. Recognizing these parallels in methodology, the proposal must focus on building pre-apprenticeship programs to fill current and anticipated labor market needs in the given geographical area.

A successful program will:

- focus on robust outcomes which may include the attainment of industry-recognized qualifications, certifications or college credits, pathways for transition to a registered apprenticeship program, post-secondary education program or employment and an explanation of how college credits earned will be transcripted and transferrable;
- demonstrate existing qualified program personnel, or identification of additional personnel needed, if any, to establish or increase program capacity to meet or contribute toward meeting current and anticipated regional labor market needs;
- include detailed program curricula demonstrating its tie to the outcomes;
- include various methods of outreach; and
- offer free or reduced tuition costs for program participants.

Eligible Applicants

Eligible applicants must be any entity that is registered with the department as a pre-apprenticeship program, connected with a registered apprenticeship program, or a program that has an established connection with a registered apprenticeship program and is working on pre-apprenticeship registration and which will have the full responsibility for the administration and operation of the program. (Examples of entities could be Local Workforce Development Boards, secondary schools, community colleges, trade schools, etc.) This applicant will be the program "sponsor". The sponsor must be partnered with at least one school in a school district, charter school, regional charter school, cyber charter school, intermediate unit or career and technical school. The applicant must be capable of bringing together business, education, workforce, community, and other partners to achieve the overall project goals of this NGA. Additionally, the applicant must demonstrate the ability to coordinate the project design and implementation of the project, manage the project budget, and implement a strategy to collect, analyze, and report performance outcomes.

New pre-apprenticeship programs must be registered by October 1, 2022. To learn more about registering your pre-apprenticeship program, please click here. For other resources related to pre-apprenticeship programs, please see Appendix E.

Additionally, applicants must have a PA SAP Vendor Identification Number and be able to comply with the Workforce Grant agreement found here. Applicants who cannot meet these additional requirements at the time of award will relinquish their award.

Fiscal Agent

Fiscal agents include eligible applicants as detailed above. If organizations apply as a partnership, the application must appoint a single entity as the lead applicant who must also act as fiscal agent. The fiscal agent will receive, manage, and disburse grant funds.

Initial Review Criteria

Prior to comprehensive merit evaluation, PA will perform an initial review to determine that (1) the applicant is an eligible applicant; (2) the information required by the announcement has been submitted; (3) all mandatory requirements are satisfied; and (4) the proposed project is responsive to the purpose of the NGA.

Merit Review Criteria

The comprehensive merit evaluation will be conducted by a review team who will score projects based on the degree to which the project addresses the following required criteria:

Project Design and Management Plan (40 points)

- Identifies a clear problem, challenge, or opportunity related to STWP supported by relevant data and information including qualifications and certifications necessary to fill current and anticipated regional labor market needs. This section should include the number of openings projected for the connected registered apprenticeship program and the number of openings projected for this occupation. (5 points)
- Includes learning opportunities for participating students, including classroom training, workplace visits, internships, apprenticeships, mentorships, employment opportunities, special education transition, Capstone Cooperative Education, job shadowing or externships that will lead to a pre-apprenticeship program. (5 points)
- Describes pathways for transition to a registered apprenticeship program, post-secondary education program or employment. (5 points)
- Includes program curricula. (5 points)
- Illustrates the alignment with existing local, regional, and state education, workforce, and economic development initiatives. (5 points)
- Describes a clear equity strategy for the targeted population(s) to be served (a strategy that creates a more equitable access to services). (5 points)
- Provides a project timeline to include implementation steps, deliverables, and how those deliverables meet the desired outcomes of the project. (10 points)

Performance Outcomes (15 points)

- Describes the metrics that will be used to show impact and success of the program (10 points):
  - Performance outputs, which quantify the services and activities funded by STWP resources (number of students served including demographics, employment barriers remediated, number of sessions provided, credits earned, etc.) and must include:
    - Number of individuals who successfully complete the program
    - Employment barrier(s) remediated
    - Number of individuals who receive an industry recognized credential
  - Program outcomes must include the goal amounts for the following:
    - Percentage of individuals who successfully complete pre-apprenticeship program interviewed by the apprenticeship program
    - Percentage and wages of individuals who successfully complete the pre-apprenticeship program hired by apprenticeship program
    - Percentage and wages of individuals who successfully complete the pre-apprenticeship program hired by another employer in a same/related industry
    - Percentage and wages of individuals who successfully complete pre-apprenticeship program hired by another employer in non-related industry
    - Percentage of individual who enrolls in post-secondary education or training.
- Describes how the applicant will track performance metrics; and the process that will be used to collect, track, and report the data. (5 points)

Stakeholder Engagement (15 points)
- Identifies key partners and additional partners as warranted to include at least one school. Demonstrates an effort by the lead applicant to develop strong, high quality, diverse cross-sector partnerships committed to working collaboratively to implement the project. Please note: Applicants are encouraged to have multiple partners across sectors (e.g. education partners, workforce development partners, business partners, economic development partners, and community partners) that demonstrate their commitment through letters of support. (5 points)
- Identifies the responsibilities of each of the partners. (5 points)
- Identifies the adequacy of the key personnel on the grant to foster collaboration and implement programs to increase program capacity to meet or contribute toward meeting current and anticipated regional labor market needs (identify personnel by name and qualifications). (5 points)

Impact and Sustainability (10 points)
- Describes how the project partners will sustain the project beyond the grant period. (5 points)
- Describes any matching funds that the applicant and/or program partners will provide for the project, if applicable. (5 points)

Other Evaluation Criteria (25 points)
Priority consideration will be given to proposals that demonstrate:
- **Data-Driven, Evidence-Based Innovation:** Proposals support their proposal with relevant data and information, identify an evidence-based solution, or are piloting a promising practice to address employment and training pathways. (5 points)
- **Prioritization:** Incorporates students from grades nine through twelve and prioritizes program completion and transition to post-secondary training, education or employment. (5 points)
- **Partnership:** Involves a partnership between multiple schools or school districts, employers, organizations or associations. (5 points)
- **Leveraging Other Resources**:
  - Leverage federal and non-commonwealth resources, including, but not limited to, WIOA, Adult Basic Education, SNAP, TANF, philanthropic resources, employer contributions, and other resources to reach their project goals;
  - Leverage existing staff, facilities, equipment, and other in-kind resources to reach their project goals; and
  - Supplement, not supplant, existing public and private resources (e.g. other federal or state grants and philanthropic contributions, cash, in-kind, etc.). Proposals should demonstrate efficient and effective use of resources. (10 points)

Budget Form and Justification (15 points)
Applicants must provide a complete budget broken out by line item. The budget must:
- Include a detailed budget justification which includes a detailed breakout of quantity, cost, and narrative to support each line item of the budget. State the annual salary of each person, the percentage of each person's time devoted to the project, the amount of each person's salary funded by the grant, and the total personnel cost for the period of performance. (10 points)
- Provide a detailed budget breakout. (5 points)

Application Process and Submission Information

The STWP funding NGA and related materials are available on L&I's grants website: http://www.dli.pa.gov/Businesses/Workforce-Development/grants.

Application Submission Information

Applications must be complete, including all required documents outlined below. An electronic copy of the application and all required components must be emailed to the grants services resource account at RA-LI-BWDA-GS@pa.gov with the email subject: "Schools-To-Work Program NGA Application – Program Year 2021." An automatic reply email will be sent from the resource account upon receipt of the application. This is validation that the application was received and should be retained. Applications must be submitted by the application deadline specified in this announcement. Incomplete applications or applications that do not meet these specifications will not be evaluated or scored.

All application documents must be in Adobe Portable Document Format (PDF). Page numbers must be provided in the footer. Do not include any internet addresses (URLS) that provide information necessary to review the application. Documents must not include any proprietary or sensitive business information as PA may make it available to the public.

Completed Application Documents

Completed applications must include all six (6) required documents:

1. **Application Form** (saved as a single file titled "Application Form")
   The grant application form must be completed in full and submitted with the other required documents. The application form can be found at http://www.dli.pa.gov/Businesses/Workforce-Development/grants and an example can be found as Appendix A.

2. **Project Summary Cover Page** (saved as a single file titled "Project Summary Cover Page" and two page max or three page max if submitting an optional Registered Apprenticeship Program Registration Certificate) with the following information: The Project Summary Cover Page can be found at http://www.dli.pa.gov/Businesses/Workforce-Development/grants and is available as Appendix B.
   a. Name of applicant
   b. Name of fiscal agent
   c. Vendor ID number
   d. Project title
   e. Project county
   f. Project partners
   g. Project service area (e.g., municipality, house and senate legislative districts to be served)
   h. Project summary;
   i. Project point of contact and contact information
   j. Registered Apprenticeship Program Partner(s)
   k. Registered Apprenticeship RAPIDS ID#. Note: The apprenticeship program partner(s) will be able to provide their RAPIDS ID number.
   l. Registered Apprenticeship Program Registration Certificate (optional)

3. **Project Narrative** (saved as a single file titled "Project Narrative" must be single spaced on 8.5" by 11" paper, with 1" margins using 11-point Calibri font and 10 pages max) with the following information:
   a. Details answering all of the evaluation criteria, and sub criteria, outlined herein, including:
      i. Project Design and Management Plan
      ii. Performance Outcomes
      iii. Stakeholder Engagement
      iv. Impact and Sustainability
      v. Other Evaluation Criteria

   If the narrative is more than 10 pages, evaluators will only review the first 10 pages.

4. **Letters of Support** (saved as a single file titled "Letters of Support")
   Each application must have no more than 5 letters of support. Each application must have at least one letter from an education, workforce development, or business/economic development partner.

5. **Budget Form** (saved as a single file titled "Budget Form")
Applicants must submit a detailed budget that includes expenditures by line item. The budget will be evaluated based on the Evaluation Criteria above, and in terms of cost reasonableness and the relationship to proposed activities. Budgets must be for the time-period July 1, 2022 to 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. PA reserves the right to unilaterally modify application budgets, prior to, and/or after grant award. The Budget Form can be found at http://www.dli.pa.gov/Businesses/Workforce-Development/grants and an example can be found as Appendix C.

6. **Budget Justification** (saved as a single file titled "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 can be found as Appendix D.

7. **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 can be found at: http://www.dli.pa.gov/Businesses/Workforce-Development/grants and is available as Appendix E.

Grant Award Details

Grant Funding
This NGA is funded by Reemployment funds. Reemployment funds may be used to fund programs and services to assist individuals to become employed or improve their employment, including, without limitation, job search and placement services, educational enhancement, job training and job readiness and workplace skills training. Please note that this is a reimbursement grant. Funding is only provided to grantees after expenses have been incurred.

Estimated Funding and Award Size
Approximately $2,500,000 is available. The proposal maximum is $250,000 per project. Grants will be awarded and funded competitively based on availability of funds.

Application Deadline
STWP applications are due March 15, 2022, 4 PM EST. Late applications will not be accepted.

Proposed Grant Timeline and Award Period
STWP funding is anticipated to be used for grant-related activities from July 1, 2022 to December 31, 2024.

Allowable and Disallowable Costs and Expenses
Funds available through this NGA must be used to support a STWP. While matching funds are not required, applicants are strongly encouraged to leverage federal and non-commonwealth resources, including, but not limited to, WIOA, Adult Basic Education, TANF, SNAP, philanthropic resources, employer contributions, and other resources to reach their project goals. Applicants are also encouraged to use existing staff, facilities, and equipment, and other in-kind resources to reach their project goals. Finally, STWP funding should supplement, not supplant, existing public and private resources (e.g. other federal or state grants and philanthropic contributions, cash, in-kind, etc.). Proposals should demonstrate efficient and effective use of resources.

- **Allowable Direct Costs:** Allowable costs include, but are not limited to, education and training costs, customer service costs, barrier remediation costs, support services costs, outreach and recruitment costs, and administrative costs (must not exceed 10 percent of total amount requested).

- **Unallowable Costs:** Unallowable costs include pre-award costs, building construction, and procuring lobbying services and all other costs not associated with the direct performance of the award. Pre-award costs are incurred at the applicant's risk. L&I is under no obligation to reimburse such costs if for any reason the applicant does not receive an award or if the award is made for a lesser amount than the applicant expected. L&I reserves the right to disallow any costs that do not align with the approved grant proposal and/or the notice of grant award.

Grant Award Administration

Award Notices
Applicants will be notified in writing within 30 days after the award determination.

Period of Performance
L&I anticipates a performance period beginning July 1, 2022 to December 31, 2024.

Grant Agreements/Other
Awardees are required to enter into a workforce grant agreement with L&I unless the grantee has a current grant agreement already in place. L&I reserves the right to seek repayment of funds if it is determined that funds were not utilized for the original stated and approved purpose.

L&I also reserves the right to award grants ensuring program diversity and alignment with other public funding and/or initiatives. L&I reserves the right to request additional information or modifications to applications for any reason deemed necessary. L&I shall notify all applicants whose applications are not accepted for funding under this NGA.

PA may enter into discussions with a selected applicant for any reason deemed necessary, including but not limited to: (1) the budget is not appropriate or reasonable; (2) only a portion of the application is selected for award; (3) PA needs additional or clarifying information; (4) special terms and conditions are required. Failure to satisfactorily resolve the issues identified by PA within a specific period determined by PA may preclude award to the applicant.

PA reserves the right, without qualification, to reject any or all applications received in response to this announcement and to select any application, in whole or in part, as a basis for negotiation and/or award. PA reserves the right to award grants on a conditional basis if there are concerns surrounding one or more sections of the application(s). In the instance that a conditional award is made, the applicant is responsible to take immediate and appropriate action to remedy the area of concern in accordance with Department guidance.

The L&I contracting officer is the only individual who can make awards or commit PA to the expenditure of public funds. A commitment by other than the contracting officer, either explicit or implied, is invalid.

L&I reserves the right to de-obligate funds for those projects that show minimal expenditure or obligation. Any funds not committed may be reallocated to other projects awarded under this NGA.

Reporting and Evaluation
Grantees will be required to submit program and fiscal progress reports during and upon conclusion of the funded project. All required forms will be supplied by PA and will be outlined in the award package. All close-out final reports are to be submitted within 60 days of the period of performance end or upon full award expenditure (whichever occurs first). In addition to report submissions, awardees are required to participate in routine calls with PA staff, unless otherwise determined, to review grant progression, share best practices and receive technical support. Additional information will be provided upon award selection. Awardees may be required to participate in a third-party evaluation.

Grantees may be required to collect and maintain Personally Identifiable Information (PII). Grantees must ensure PII is sufficiently protected, follow their existing agency data protection internal controls for handling and storing data, and

will transfer required data to BWDA in accordance with the Commonwealth's [Information Technology Policy No. ITP-SEC025, *Proper Use and Disclosure of Personally Identifiable Information (PII).*](#)

Questions/Agency Contacts

Questions regarding the content of this NGA must be submitted in writing to RA-LI-BWDA-GS@pa.gov.

Appendix A: Application Form

Application Form

Type of Submission:	Choose an item.	Type of Project:	Choose an item.	Applicant Type:	Choose an item.

Local Workforce Development Board:	Choose an item.

Grant / Project Title:	Click or tap here to enter text.

Targeted Industry Cluster:	Click or tap here to enter text.	Sub-Cluster:	Click or tap here to enter text.

Counties served by this grant:

☐ Adams	☐ Clarion	☐ Huntingdon	☐ Montgomery	☐ Venango
☐ Allegheny	☐ Clearfield	☐ Indiana	☐ Montour	☐ Warren
☐ Armstrong	☐ Clinton	☐ Jefferson	☐ Northampton	☐ Washington
☐ Beaver	☐ Columbia	☐ Juniata	☐ Northumberland	☐ Wayne
☐ Bedford	☐ Crawford	☐ Lackawanna	☐ Perry	☐ Westmoreland
☐ Berks	☐ Cumberland	☐ Lancaster	☐ Philadelphia	☐ Wyoming
☐ Blair	☐ Dauphin	☐ Lawrence	☐ Pike	☐ York
☐ Bradford	☐ Delaware	☐ Lebanon	☐ Potter	☐ **Statewide**
☐ Bucks	☐ Elk	☐ Lehigh	☐ Schuylkill	
☐ Butler	☐ Erie	☐ Luzerne	☐ Snyder	
☐ Cambria	☐ Fayette	☐ Lycoming	☐ Somerset	
☐ Cameron	☐ Forest	☐ McKean	☐ Sullivan	
☐ Carbon	☐ Franklin	☐ Mercer	☐ Susquehanna	
☐ Centre	☐ Fulton	☐ Mifflin	☐ Tioga	
☐ Chester	☐ Greene	☐ Monroe	☐ Union	

Local Workforce Development Areas (LWDA) affected by this grant:

☐ Allegheny	☐ Lackawanna	☐ Pittsburgh	☐ West Central
☐ Berks	☐ Lancaster	☐ Southern Alleghenies	☐ Southwest Corner
☐ Bucks	☐ Lehigh Valley	☐ Tri-County	☐ Northwest
☐ Chester	☐ Luzerne-Schuylkill	☐ North Central	☐ Central
☐ Delaware	☐ Montgomery	☐ Northern Tier	☐ South Central
☐ Westmoreland-Fayette	☐ Philadelphia	☐ Poconos	☐ **Statewide**

Is your business a Pennsylvania Qualified Small Business as described in *4 Pa. Code 2.32*?	Choose an item.

Applicant Information

Name	
Address 1	
Address 2	
City	**PA**　　　　　　ZIP Code

Name and contact information of primary person to be contacted on matters involving this application

First Name	Last Name	Phone
Title		Email

Funding proposal request ($):	Labor & Industry: $	Matching Funds: $

Authorized representative printed name:	Name

Authorized representative signature/date:	

Application Form

Application Instructions

Labor & Industry (L&I) Workforce Development Grant

1. **Type of Submission**: Indicate whether this is a new request for funds for a new project or if this is a continuation of a project that was previously funded.

2. **Type of Project**: Indicate whether this grant is for training or services.

3. **Applicant:** Select Applicant type from drop down menu.

4. **Local Workforce Development Board (LWDB)**: Select the name of the LWDB with whom this project will be affiliated from the drop-down menu.

5. **Grant/Project Title**: Enter the name of the project.

6. **Target Industry Cluster/Sub Cluster**: Enter the name of the Industry Cluster and, if applicable, the sub-cluster.

7. **Counties Served** – Include all counties that will be served by the grant.

8. **LWDAs affected** – List all LWDAs involved in the grant.

9. **Small Business –** Select whether your business is a Pennsylvania Qualified Small Business.

10. **Applicant Information**: Enter the applicant's name and address.

11. **Contact Information**: Enter contact information.

12. **Funding Proposal Requests:** Enter the amount requested for the project and include the amount of matching funds (if applicable).

13. **Authorized Representative**: Enter the name of the authorized representative. Sign and date the form.

Please use the electronic, accessible version of the Application Form, available at
https://www.dli.pa.gov/Businesses/Workforce-Development/grants/Pages/default.aspx

Appendix B: Project Summary Cover Page

School-to-Work Program

Summary Cover Page

Name of applicant:

Name of fiscal agent:

Vendor ID Number:

Project title:

Project county:

Project partners:

Project service area *(e.g. town/city/municipality to be served, and House and Senate legislative districts):*

Project summary:

Project Point of Contact and Contact Information:

Registered Apprenticeship Program Partner(s):

Registered Apprenticeship RAPIDS ID#: The apprenticeship program partner(s) will be able to provide their RAPIDS ID number.

Pre-Apprenticeship Program Name:

Appendix C: Budget Form

Requested Amount: _____

	Budget
ADMINISTRATION	$ -
Admin Staff Salaries & Fringe Benefits	
Operational Expenses (e.g. travel, postage, printing, etc.)	
CAREER & SUPPORTIVE SERVICES	$ -
Program Staff Salaries & Fringe Benefits	
Operational Expenses (e.g. travel, postage, printing, etc.)	
Other Program Expenses	
Supportive Service Funds	
TRAINING	$ -
Classroom Training Expenditures	
On The Job (OJT) Expenditures	
Adult Education and Literacy Training	
Apprenticeship Training	
Incumbent Worker Training	
Other Training Expenses	
TOTAL BUDGET	$ -

An excel version of the Budget Form available online at
https://www.dli.pa.gov/Businesses/Workforce- Development/grants/Pages/default.aspx.
This document must be saved as a PDF for submission.

Appendix D: Budget Justification

General Instructions for the Completion of a Budget Justification

The budget justification must include the following information:

- Each line item on the Budget Form must be explained, and the cost provided for each. Each line item on the Budget Form pertains to projected costs.
- The total for each line item on the Budget Justification must match the total for each line item on the Budget Form.
- Administrative Costs cannot exceed 10 percent of the requested funding.

1. **Staff Salaries** – List all staff positions by title. State the annual salary of each person, the percentage of each person's time devoted to the project, the amount of each person's salary funded by the grant, and the total personnel cost for the period of performance. Be sure to breakout administrative and program salaries.

2. **Fringe Benefits** – Provide the overall fringe benefit percentage which reflects the recipient's organizational fringe, and list the components included, such as health insurance, FICA, retirement, etc. Provide the fringe benefit calculation for each staff position listed under the salary line item. Be sure to breakout administrative and program fringe.

3. **Operational Expenses** – List each item in sufficient detail for the grantor to determine whether the costs are reasonable or allowable (rent, utilities, printing, postage, supplies, staff travel, etc.).

4. **Other Program Expenses**– List each item in sufficient detail for the grantor to determine whether the costs are reasonable or allowable. Costs included under *Other* should not fit into any other line item category.

   Note: If including equipment, be sure to identify each item of equipment to be purchased which has an estimated acquisition cost of $5,000 or more per unit and a useful lifetime of more than one year. List the quantity and unit cost per item. Items with a unit cost of less than $5,000 are supplies.

5. **Supportive Services** – List types of supportive services for participants (uniforms, transportation, tools, test fees, etc.)

6. **Training** – Breakout Training costs into the budget category. List each item in sufficient detail for the grantor to determine whether the costs are reasonable or allowable. Be sure to include number of participants for each line item.

   For example, Classroom Training Expenditures – 15 people * $150 Forklift Training= $2,250.00

Appendix E: Worker Protection and Investment Certification Form

A. Pursuant to Executive Order 2021-06, *Worker Protection and Investment* (October 21, 2021), the Commonwealth is responsible for ensuring that every worker in Pennsylvania has a safe and healthy work environment and the protections afforded them through labor laws. To that end, 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 including, but not limited to:

1. Construction Workplace Misclassification Act
2. Employment of Minors Child Labor Act
3. Minimum Wage Act
4. Prevailing Wage Act
5. Equal Pay Law
6. Employer to Pay Employment Medical Examination Fee Act
7. Seasonal Farm Labor Act
8. Wage Payment and Collection Law
9. Industrial Homework Law
10. Construction Industry Employee Verification Act
11. Act 102: Prohibition on Excessive Overtime in Healthcare
12. Apprenticeship and Training Act
13. Inspection of Employment Records Law

B. Pennsylvania law establishes penalties for providing false certifications, including contract termination; and three-year ineligibility to bid on contracts under 62 Pa. C.S. § 531 (Debarment or suspension).

CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the contractor/grantee identified below, and certify that the contractor/grantee identified below is compliant with applicable Pennsylvania state labor and workplace safety laws, including, but not limited to, those listed in Paragraph A, above. I understand that I must report any change in the contractor/grantee's compliance status to the Purchasing Agency immediately. I further confirm and understand that this Certification is subject to the provisions and penalties of 18 Pa. C.S. § 4904 (Unsworn falsification to authorities).

Signature	*Date*
Name (Printed)	
Title of Certifying Official (Printed)	
Contractor/Grantee Name (Printed)	

Appendix F: Pre-Apprenticeship and Apprenticeship Resources

For more information about pre-apprenticeship sponsors please see the [Key Partners in Registered Pre-Apprenticeship](#) flyer.

For more information about registered apprenticeships and pre-apprenticeships, please see our [Fact Sheet for Employers & Sponsors](#).

[Apprenticeship and Training Office Homepage](#)

[Apprenticeship Information for Employers](#)

For more information about pre-apprenticeships and apprenticeships, please contact the Apprenticeship and Training Office at Apprenticeship@pa.gov.