

# APPRENTICESHIP GRANTS

## FREQUENTLY ASKED QUESTIONS

### Are matching funds required?

No. There is not a matching fund requirement.

### What is the total amount of funds available?

There is up to \$7 million in available funding. Grants will be awarded based on the availability of funds.

### Is there a cap on requested funds?

The commonwealth anticipates that grants will be funded competitively.

- Registered Apprenticeship Programs – awards ranging from approximately \$10,000 to \$150,000 maximum based on scope and size, with estimated total awards up to \$2.5 million.
- Registered Pre-Apprenticeship Programs – awards range from approximately \$10,000 to \$150,000 maximum based on scope and size, with estimated total awards up to \$3 million.
- Registered Apprenticeship Ambassador Network – approximately \$300,000 per region. The goal is to structure an Apprenticeship Ambassador Network across five regions, with estimated total awards at \$1.5 million for statewide coverage.

### Who is eligible to apply?

Organizations and groups eligible to apply for the grants include community-based organizations, employers, industry associations, local education agencies, labor organizations, local workforce development boards, businesses, post-secondary institutions, economic development organizations, public libraries, and STEM ecosystems.

### How do I apply?

Applicants must complete the grant applications for Registered Apprenticeship, Pre-Apprenticeship, and Apprenticeship Ambassador Network Grants online:

- o Registered Apprenticeship Grant: [www.surveymonkey.com/r/PAsmartApprenticeships](http://www.surveymonkey.com/r/PAsmartApprenticeships)
- o Registered Pre-Apprenticeship Grant: [www.surveymonkey.com/r/PAsmartPreApprenticeship](http://www.surveymonkey.com/r/PAsmartPreApprenticeship)
- o Registered Apprenticeship Ambassador Network Grant: [www.surveymonkey.com/r/PAsmartAmbassador](http://www.surveymonkey.com/r/PAsmartAmbassador)

### Is there a deadline to apply?

Application are due by **Friday, December 21, 2018, at 4:00 P.M. (EST)**.

### Who evaluates proposals?

Applications will be reviewed by a cross-sector team of evaluators and subject matter experts.

### What are eligible expenses?

- Registered Apprenticeship Program:
  - o Coordinating partners for the creation of a registered apprenticeship program
  - o Creating curriculum to support the registered apprenticeship program
  - o Purchasing equipment to support the registered apprenticeship program
  - o Supporting salaries for the on-the-job training component of an apprenticeship
  - o Supporting costs associated with apprentice mentors
  - o Reimbursement of the classroom component of an apprenticeship program resulting in stackable and often-transferrable credentials
- Registered Pre-Apprenticeship Program: Apprenticeship programs funded by this grant must be registered in the commonwealth. Non-registered apprenticeship programs will have until December 31, 2019, to finalize their registration or show progress towards the finalization of the registration.
- Registered Ambassador Network: The grant funds can be used to support expenses related to tuition for related instruction, training supplies, materials and equipment, program operation costs, partner engagement and outreach, mentorship models, curriculum development, and supporting salaries for the on-the-job training component of the apprenticeship program.

### What are ineligible expenses?

Building construction, procuring lobbying services, and indirect costs are not allowable under the terms of this grant.

### What is the activity period for the grant contract?

The commonwealth anticipates a performance period beginning February 1, 2019 and ending June 30, 2020.



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### **Where can I register/view the PAsmart Apprenticeship and Pre-apprenticeship webinars?**

You can register for the Apprenticeship webinar on the PAsmart website at <https://www.governor.pa.gov/PAsmart-Grants/>. The next webinar is scheduled for Tuesday, November 27 at 1:00 P.M. (EST). The webinars will be recorded and posted to the site.

### **What is the anticipated award date for Apprenticeship and Pre-apprenticeship grants?**

Awards will be announced in early 2019.

### **Are there any page or word limits for Apprenticeship and Pre-apprenticeship applications?**

Some application questions have word limits.

### **Is there a budget template for the Apprenticeship and Pre-apprenticeship applications?**

There is a budget template on the PAsmart website that must be completed and uploaded to your application.

### **Is a letter of support required?**

A letter of support is only required for Registered Apprenticeship grant applications.

### **Can a Pre-apprenticeship grant focus on serving Adults? Will the Pre-apprenticeship grant fund activities for adults?**

Yes, Pre-apprenticeship initiatives can target adults. These funds can be used to support activities for adults enrolled in Pre-Apprenticeship programs.

### **Must a Local Workforce Development Board (LWDB) be the fiscal agent for the Apprenticeship and Pre-apprenticeship grants?**

No, LWDBs do not need to be the fiscal agent for these grants, although partnership and collaboration with LWDBs is still recommended.

### **What are the reporting requirements for this grant?**

Grantees must submit program and financial reports during and upon conclusion of the funded project. All required forms will be supplied by L&I. All close-out final reports must be submitted within 60 days after the period of performance or within 60 days of full award expenditure (whichever occurs first). In addition to reports, grantees must participate in routine calls with L&I to provide general updates, share best practices, and receive technical support. Additional information will be provided after the award.