



REQUEST FOR APPLICATIONS

Funding available to support talent development,
anticipated average grant awards of \$25,000.

Registered Apprenticeship: A proven workforce development strategy.

- ✓ Craft talent development to your company's needs
- ✓ Improve productivity
- ✓ Decrease turnover & improve retention
- ✓ Broaden your ability to recruit top talent

Nationally, 97% of employers who use Registered Apprenticeship recommend the strategy to other employers and colleagues.

Who can apply?

- Any employer, group of employers, labor organization, or industry association in business service occupations (e.g. information technology, finance/insurance, and professional services occupations), with a preference for employers with IT careers
- Must be Rhode Island based or have a Rhode Island workforce

Request for Applications open October 1 - December 1, 2020

All applications must be received by close of business on Tuesday, December 1

For application technical assistance or questions contact:

Susanna Williams, (718) 772-1757

Request for Applications

Grant Opportunity for Registered Apprenticeship Program Development

Building Futures
One Acorn Street
Providence, RI 02903

Applications must be submitted by COB Tuesday, December 1, 2020

Questions? Contact Susanna Williams at (718) 772-1757 (cell) or swilliams@bfri.org

Section 1 - Application Requested

As part of its ApprenticeshipRI initiative, Building Futures requests applicants that seek to develop Registered Apprenticeship (RA) programs in business service occupations (e.g. information technology, finance/insurance, and professional services), with priority given for information technology occupations. All proposals must support workforce development for employers based in Rhode Island or with significant employees in Rhode Island.

A total of \$100,000 is available through this RFA, with a minimum of four 4 grants anticipated.

Please note: *No prior experience with Registered Apprenticeship is necessary. Successful applicants will demonstrate that an 'earn while you learn' model is appropriate and beneficial for their workforce needs. Building Futures staff are available to provide technical assistance to all applicants in developing their registered apprenticeship program.*

Section 2 - Overview of Registered Apprenticeship

Registered Apprenticeship is a workforce development model that addresses the gap between employer's needs for skilled workers and the available applicant pool. Registered Apprenticeship is structured employment and training designed and driven by employers; classroom education works hand-in-hand with on-the-job learning, and creates an 'earn while you learn' pathway. This time-proven model offers employers the following benefits:

- Supports recruitment and development of a highly skilled workforce;
- Improves productivity, reduces turnover and increases retention of employees
- Enables customized, flexible training that ensures employees have the skills needed for their roles and the company

Section 3 - Eligibility

Applicants for this Grant Program must include a proposed Sponsor, which is defined as an employer, group of employers, or a trade association/labor organization with employers.

If the applicant/proposed sponsor is not the employer, letters from the employer(s) that intend on participating must accompany the application, attesting to their intent to employ apprentices in the proposed program.

Section 4 - Application Requirements

1. Lead sponsor/applicants must be a RI based company, agency or organization. If nationally or regionally focused, RA program must be developed for the RI workforce.
2. Applicants must seek to operate a program that includes the Registered Apprenticeship Program Components (Appendix A).
3. Applications to develop RA Programs for information technology occupations will be given priority for award, with other business service careers (e.g. finance/insurance, professional services occupations) being the second priority of this solicitation.
4. Starting wages for the apprentices must begin at a minimum of \$15/hour and must increase as a result of demonstrated competencies during the RA program.
5. Successful applicants are required to receive technical support from Building Futures' staff -including RA program development and operational support.
6. Applicants ***must commit to developing/registering the program and enrolling a minimum of four apprentices*** prior to September 30, 2021. Proposals will be ranked by potential for scale within the company and/or the industry.
7. Grantees must provide quarterly and final progress reports.

Section 5 - Funding Limitations

Grant funds can be used for costs related to Registered Apprenticeship design and implementation, including staffing, associated related training costs, and program implementation. Funds cannot be used to provide any portion of the apprentice wages.

Note: Funding for these grants is made possible through the US. Department of Labor, Employment and Training Administration's American Apprenticeship Initiative and is subject to the guidelines and requirements of this funding source.

Section 6 - Timeline

October 1 st :	Applications Available
December 1 st :	Applications Due *
Week of December 1 st :	Follow-up interviews/conversations w/applicants
December 11 th :	Awards Announced

**** Technical Assistance will be available until the application deadline for questions regarding the application and registered apprenticeship programs.***



Registered Apprenticeship Program Development Grant Application

Apprentice Occupation:

This is the role/position in the company apprentices will be fully-qualified for at the completion of the apprenticeship program.

Employer/Sponsor:

Mailing Address:

Contact Person:

Title:

Phone:

Fax:

Email:

Employer/Sponsor Website:

Federal Employer ID#:

DUNS #:

DUNS Registered Name:

Registration with SAM.gov is current through(date):

All Registered Apprenticeships are employer driven. If the above named sponsor is not the employer, please include letters from participating employers attesting to their intent to participate in the proposed Registered Apprenticeship program.

Target Population:

Will you be hiring new employees into the apprenticeship or training existing employees for advancement? (check all that apply)

Apprentices will include new hires

Apprentices will include existing employees to be advanced to positions in the apprenticed occupation.

Does your company/agency have any other RA programs: Yes No

If yes, please list:

Briefly describe your interest in creating an RA program and the need that RA will address.

How many apprentices do you anticipate enrolling prior to September 30, 2020
(minimum of 4 required):

Please describe how grant funds will be expended. *(Appendix B - Required Budget Form; Appendix C - budget guidelines)*

What assistance can Building Futures provide in the design and implementation of your proposed RA program?

By signing this application, I certify that the information provided is complete and accurate to the best of my knowledge. I further understand that any awarded funds will be controlled by, and expended in compliance with, the terms of the U.S. DOL American Apprenticeship Initiative.

Applicant Signature

Date

Applicant Name (printed)

Return a signed copy of the application and completed budget form to Susanna Williams
Email: Swilliams@bfri.org Fax: (401)919-5928
Applications are due by Tuesday, December 1, 2020



Apprenticeship

RHODE ISLAND

Building Futures for Skilled Workers and Employers

5 Core Components of Registered Apprenticeship

1. Employer Designed & Driven



- Classroom instruction combined with on-the-job learning in a program designed and driven by employers
- Customized to meet specific employer needs

2. Structured On-the-Job Learning



- Generally a 1-5 year program, depending on the occupation
- On-the-job learning at the employer's job site
- Measurable evaluation points, designed by the employer, based on competencies, hours worked, or a combination

3. Job-Related Education



- Related education reinforces skills learned on-the-job. Apprenticeship requires 144 hours of education per year.
- Can be provided by a college, in-house trainer, vendor or combination.
- May include college-level learning articulated for college credit

4. Wage Progression

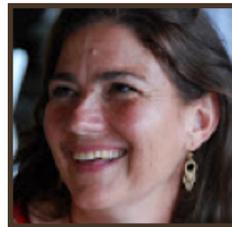


- Paid work starting the first day on the job
- Wages increase, from a training wage to full occupational wage, in documented steps as the Apprentice gains skills

5. Valued Credentials



- Nationally recognized credential issued by the State of Rhode Island
- Credential is portable and travels with employee wherever they go



RINLA's Landscape Technician Registered Apprenticeship is drawing new workers and addressing skill shortages for dozens of participating employers in landscape design, construction and maintenance; nursery and food production; and tree care.

Shannon Brawley
Executive Director, RINLA



Vertikal6 is constantly growing. We work with clients to build up their technology from the bottom up. Through Apprenticeship, we do the same for top technical talent.

I started here as an apprentice Apprenticeship means we can promote from within to grow.

Jenna Barboza, Service Operations Manager
Vertikal6



Clafin's apprenticeship was a package I couldn't turn down because it puts me into a career by being on the job, getting hands-on experience, while also taking engineering classes.

Fernando Ruiz,
Biomedical Equipment Technician Apprentice, CME



Expanding to New Occupations & Employers

Information Technology

Healthcare Data Scientist
IT Support Technician
IT Project Manager
IT Sales Account Executive
Network Support Technician

Healthcare & Healthcare Technology

Biomedical Equipment Technician
Case Manager Specialist
Community Health Nurse
Community Health Worker
Certified Peer Recovery Counselor
Fetal Echo Ultrasound Technician
Medical Assistant
Medical Coder
Medical Interpreter
Pharmacy Technician

Manufacturing & Marine Trades

CNC Machinist / Programmer
Composites Technician
Electronics Technician
Heat Treater
Marina & Boat Yard Technician
Maritime Steel Shipfitter & Welder
Production Technician
Tool Maker

Other Skilled Occupations

Arborist
Cook
Commercial Fisher
Landscape / Horticultural Technician
Police Officer



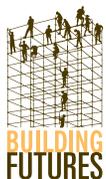
Symmetrix Composite Tooling



SAFE HARBOR MARINAS



The Children's Workshop



Let us Help You

401-919-5919

1 Acorn Street, Providence RI, 02903

ApprenticeshipRI.org



Registered Apprenticeship Program Development Grant Application Budget

(Not all categories must be utilized; please use those that are relevant for your program)

Appendix B

EXPENSE CATEGORIES	Budget December 14 2020 - September 30, 2021
Program Development, Management and Coordination Personnel	
Training Personnel Costs	
Post-secondary/Other Institution Costs	
Apprenticeship Development Costs	
Outreach, Recruitment, Assessment Costs	
Training Supplies & Materials Costs	
Apprenticeship Testing/Certification Fees	
Other Program Costs	
Indirect/Administrative Costs	
Total Planned Expenditures	

Applicant Name:

Registered Apprenticeship Program Development
Grant Application Budget Development Guidance
Appendix C

Prepare a separate and brief 1-2 page budget narrative that provides an overview of your projected costs through 9/30/2021, including the development, registration and implementation of each apprenticeship training program planned; and registration, training and placement of apprentices. Include also a summary of any proposed leveraged resources for the project period (preferred but not required).

Use the template provided to complete your budget request amounts by category. The budget detail will be the basis for your monthly invoices and requests for reimbursement. Should your grant application be successful, an invoice template will be provided once your budget is submitted and approved.

Allowable Costs

- **Apprentice Outreach, Recruitment and Assessment Costs**
- **Registered apprenticeship development costs, e.g., curriculum development** (*staff, consultants*)
- **Trainer Costs** (*staff, consultants*) **for apprenticeship related technical instruction** (*incl. planning time*)
Note: while consultant expenses are an allowable cost, grantees will be expected to show evidence of compliance with their internal written policies and OMB Uniform Guidance regarding procurement.
- **Apprenticeship related instruction provided by a post-secondary education or other training institution**
- **Training Supplies and materials, consumables**
- **Books, curriculum materials**
- **Apprenticeship Testing and Certification fees**
- **Other Program Supplies**
- **Printing and Photocopying Costs directly associated with Project**
- **Training Equipment Lease(s)**
- **Indirect and Administrative Costs**
Note: If you have a federally approved Indirect Cost Rate, this rate may be applied if you plan to budget administrative costs for project management. (A copy of your Cognizant Agency letter with your approved rate will need to be submitted with your budget and updated annually). If you do not already have an approved ICR, Department of Labor will allow administrative/Indirect costs not to exceed a de minimis rate of 10% of modified total direct costs. Your Indirect costs must be applied consistently across all federal awards and may include expenses for personnel involved with project management, facilities rent, utilities, maintenance, finance administration, reporting and fiscal management of your contract, including a proportional share of audit costs. (2 CFR § 200.414)

Costs that will not be supported

- Apprentice incentives and other support costs, Local travel, Food, Alcohol, Entertainment, Fundraising, Bad debt, General Advertising and PR, Advocacy, Lobbying, and Conference Costs.

For a more complete explanation of Allowable, Allocable and Reasonable costs, please also reference Office of Management and Budget Uniform Guidance for Federal Awards, (OMB Uniform Guidance), especially sections 2 CFR § 200.402 thru § 200.475.