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Save the Dates!

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March 31
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Webinar on Working with Your Governor

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Industry Focus Call on Energy/Utilities

April 24
BLS Webinar on New Employment & Wage Data

Grants Management Corner

State Grants Overview

With the emergence of the COVID-19 virus in America and the associated activity restrictions to "flatten the curve," events since the last newsletter have us all feeling disconcerted, at best. Status changes are happening very quickly. For example, just this week, although there are no suspected cases at Job Corps centers, USDOL
opted to extend spring break at Job Corps centers nationwide in an abundance of caution aimed at protecting the health and safety of students and staff.

DOL/ETA has some grants information being drafted at the time of this writing. Currently, we do not anticipate a change in reporting dates, nor to the WIPS roll-out plan for the ASE grantees, but as we’ve seen, situations can change. All pertinent information will be distributed to grantees as soon as it is possible to do so, but in the meantime, heed the information being provided in your local jurisdictions, utilize good hygienic health practices, and stay healthy.

For emergent news from DOL, you can keep an eye on https://www.dol.gov/newsroom/releases and apprenticeship.gov. For information on COVID-19, the US Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO) provide trusted, up-to-date data. And to monitor the impact on state legislatures, including suspension or postponement of legislative session or committee hearings, reduced public access or temporary closure of state capitols and remote participation, the National Conference of State Legislatures developed several helpful websites: Coronavirus and State Legislatures in the News, State Action on Coronavirus (updated at 5 p.m. ET daily Monday - Friday), and Resources for State Legislators and Staff.

Know that OGM and OA, along with our TA partner Maher & Maher, will continue to provide the best support we can (including TA and learning events virtually, with some great upcoming content) and work to the best of our ability to help you achieve grant success as we all continue to adjust to evolving situations.

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Defining Your Grant

**Case Management:** Case management is the coordination of services on behalf of an individual person who may be considered a "case" in different settings such as health care, rehabilitation, social work, employment, and law. For the purposes of this grant, case management is the process of appropriately managing a grant-participant's grant-related activity and service delivery to maximize the chances for successful completion and program exit of their Registered Apprenticeship. It includes but is not limited to the following: determining participant eligibility; coordinating the intake process and documentation for enrollment; coordinating any co-enrollment activity; monitoring and tracking progress and reporting that progress on a quarterly basis for each participant; assuring that OJL/RTI reimbursement contracts are executed, upheld and reimbursed appropriately; etc. Appropriate written procedures for case management will also help when it comes time to submit your quarterly reports.

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Workforce GPS Updates

The Workforce GPS apprenticeship community-originally developed in support of SAE grantees-is being redesigned, with general apprenticeship resources of interest to all Workforce GPS registrants front and center, as well as a new tab linking SAE
grantees to all the existing SAE-specific information. ASE grant-specific information will continue to be published in the ASE grants community. Don't forget to register and join your grant-affiliated community to be the first to receive updates for your grant and any other communities you join (such as grants application and management, labor market information (LMI) central, performance reporting, etc.), and to be able to join webinars and connect with your peers around the country.

Information Technology (IT) Apprenticeships in the News

IT apprenticeships continue to make the news as tech giant IBM expands coding apprenticeships. An IT talent shortage means that many companies are willing to look beyond job candidates with bachelor's degrees and provide training for IT jobs. The article highlights creative ways that companies such as IBM, Lenovo, Fidelity, SAS Institute, and Credit Suisse are recruiting and developing talent. It also notes that companies are seeing an added benefit of increased diversity.

Youth Apprenticeship Intermediaries

In late June 2019, the Office of Apprenticeship awarded contracts to four youth apprenticeship intermediaries (YAI) with the ultimate purpose of assisting educational institutions, employers, industry associations, grantees, and other organizations with launching in-school youth apprenticeship programs. The YAI contracts help advance the President's Executive Order on Expanding Apprenticeship. In particular, the intermediaries are tasked with developing and/or strengthening youth apprenticeship programs by infusing the apprenticeship model as the "go-to" solution in national, regional, and state career readiness initiatives for various career paths. If you are interested in collaborating or learning from their work, please reach out to the apprenticeship.grants@dol.gov mailbox and copy your FPO, and the appropriate OA staff person will get back to you with details.

Below is a brief overview of the YAI projects:

- The Cybersecurity Youth Apprenticeship Intermediary (CYAI) project has the goal of expanding cybersecurity apprenticeships to young people. CYAI efforts will be concentrated in the Mid-Atlantic and Southern California.

- The Emerging Sector Linkage project will focus on emerging sectors and industries that currently have skill shortages—such as IT, advanced manufacturing, and healthcare—and recruit youth who are eligible for the Workforce Innovation and Opportunity Act of 2014 (WIOA) and the YouthBuild programs. This project will operate in California, Florida, Illinois, Kansas, Kentucky, Maryland, Michigan, Nebraska, Nevada, and Tennessee.

- Underserved populations will be served through a project creating and expanding career pathways in Registered Apprenticeships for youth, offering support to employers and stakeholders through technical assistance, and forging partnerships to create a consortium with the ability to share resources. They will focus their efforts in the Maryland/D.C. metropolitan area, Pennsylvania, and New Jersey.
The last project will focus on development of pre-apprenticeships and Registered Apprenticeship programs in manufacturing, hospitality, healthcare, telecommunications, IT, financial services, business operations, energy, accounting, and insurance. Populations served will include female youth, persons with disabilities, tribal communities, other youth minorities, and youth attending alternative high schools.

TECHNICAL ASSISTANCE ACTIVITIES

Four Industry Calls Still Ahead

Thanks for all the great participation in the first four industry focus calls, which explored apprenticeships in healthcare, IT, advanced manufacturing, and retail/hospitality. Four remain, all at 3 p.m. ET on the fourth Wednesday of each month, as follows:

- Transportation/Logistics on Wednesday, March 25
- Energy/Utilities on Wednesday, April 22
- Financial Services on Wednesday, May 27
- Agriculture on Wednesday, June 24

Registration is still open, and remember, you can find all the recordings and summaries (as they are developed) on the industry-focus calls page.

Webinar on Working with Your Governor

On April 21 at 3 p.m. EDT, the ASE, SAE, and American Apprenticeship Initiative (AAI) grantees are invited to come together for a webinar on the role governors play in supporting apprenticeship expansion efforts. Register today to learn more about how peer states are building successful relationships with their governors' offices and how those relationships are supporting grant goals.

Apprenticeship Inclusion Models Webinar

Apprenticeship Inclusion Models (AIM): Expanding Career Pathways for People with Disabilities is an initiative sponsored by the USDOL Office of Disability Employment Policy (ODEP) to research, develop, test, and evaluate innovative strategies in existing apprenticeship programs that provide skills training to people with disabilities. The AIM Community of Practice includes a blog, quarterly newsletter, resource library, and occasional events. ASE and SAE grantees are invited to participate in AIM's March 31 webinar on making apprenticeship programs more inclusive, with a look at successful strategies around universal design, accessibility, and holistic wraparound supports. Register today!

New Youth Apprenticeship Resource
In January, the National Governors Association Center for Best Practices released a white paper *How Governors Scale High-Quality Youth Apprenticeship*. This white paper explores three strategies governors use to expand youth apprenticeship: act as a champion and convener, allocate dedicated seed money, and set policies that support long-term success.

### AROUND THE LARGER WORKFORCE WORLD

#### Celebrating the Contributions of Deaf Americans

Deaf History Month presents an opportune time for America's employers to learn about strategies for ensuring their workplaces are welcoming and inclusive of people who are deaf or hard of hearing. Countless deaf or hard-of-hearing individuals have made their mark on American history. Some are legendary, such as inventors Thomas Edison, former Major League Baseball outfielder Curtis Pride, and Girl Scouts of the USA founder Juliette Low. Others are less well-known but still play an important role in our nation's workforce every day. One example is Derek Schwartz, an information systems analyst at Children's Hospital of Philadelphia, whose career got started through a Registered Apprenticeship Program offered by the Urban Technology Project.

During Deaf History Month, March 13-April 15, we celebrate the various contributions of deaf and hard-of-hearing individuals to American culture and society. The campaign spans this time period to mark three historic milestones in deaf history. On March 13, 1988, the "Deaf President Now" movement succeeded, with I. King Jordan becoming the first deaf president of Gallaudet University, a leading institution of higher education in the United States and world for deaf and hard-of-hearing students. On April 8, 1864, Gallaudet University was established, while April 15 is the anniversary of the opening of the first public school for the deaf in 1817.

The [Job Accommodation Network (JAN)](https://www.dol.gov/agencies/odep), a free service of USDOL ODEP, has many resources to help make workplaces accessible to and better for deaf or hard-of-hearing individuals. These resources include information on workplace accommodations for deafness and examples of common situations and solutions. JAN also provides one-on-one consultation about individual situations by phone at 1-800-526-7234 (voice) or 1-877-781-9403 (TTY).

For more information on expanding apprenticeships for individuals who are deaf or hard of hearing or who have other disabilities, Workforce GPS offers several resources:

- **Expanding Apprenticeship for Individuals with Disabilities Page** - Compiles many resources, including apprenticeship programs targeting people with disabilities, toolkits, and outreach materials.

- **ODEP Apprenticeship Page** - Includes an apprenticeship toolkit for youth and #ApprenticeshipWorks disability inclusion guides that introduce youth, educators/service providers, and businesses to the benefits and opportunities
NWB Forum 2020

The National Association of Workforce Boards (NAWB) annual conference in Washington, D.C., scheduled to be held on March 21-24, has been postponed—keep an eye on the website for new dates. Once rescheduled, USDOL will be there to provide training on apprenticeship opportunities for WIOA participants! Want to share more with your local boards? Check out the Registered Apprenticeship 101 Bootcamp: Registered Apprenticeship and the Public Workforce System module and the Apprenticeship and WIOA Performance Outcomes page on Workforce GPS to learn more about requirements, opportunities, and promising strategies.

BLS Webinar on New Employment and Wage Data

You may be interested in a Bureau of Labor Statistics (BLS) webinar, Occupational Employment Statistics Data - New Employment and Wage Data, on April 24 at 11 a.m. ET. The annual Occupational Employment Statistics are scheduled to be published on March 31, 2020. These data reflect employment and wage data as of May 2019 for over 800 occupations. Estimates are available for the nation as a whole, for individual states, and for metropolitan and non-metropolitan areas, as well as for specific industries. This webinar will provide information on the new data and data products, with time for participants to get answers to their questions about the release.

REPORTING ROUNDDUP

Next Reporting Due Date: May 15, 2020

ASE Reporting Updates

- **QPR SUGGESTED TEMPLATE**: Remember that the suggested QPR format contains several helpful features:
  - Tabs at the bottom corresponding to each quarter. A QPR should have the current quarter and each preceding quarter in it. Achieve this by saving your last quarter's report with a new name, then adding in the new quarter's data on the new tab.
  - Gray cells, which auto-calculate from what's entered in the yellow cells.
  - Edit checks. If an edit check to the right is yellow or red, there's something that doesn't "add-up" the way it should and must be located...
BETA-TESTING: If you would like to have your grant be one of the Beta-Testers for the OA section of the WIPS system, please send an e-mail to the apprenticeship mailbox (apprenticeship.grants@dol.gov) with the subject line "BETATEST" and your grant number. The e-mail should outline the experience level of your grant reporting team with automated reporting systems, specifically development and/or technical writing (we will need any bugs clearly documented), as well as a description of the grant participant-level data tracking system currently in-use. **Note: experience NOT required!** We would like a variety of formats and experience in order to be able to develop the most robust assistance documentation possible. We hope to have at least 12 Beta-Testers.

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**QUICK LINKS TO KEY APPRENTICESHIP EXPANSION WEBSITES**

- [Office of Grants Management Closeout Package and FAQs](#)
- [Online Courses on Grant Closeout and Audit Resolution](#)
- [AIM Resource Library](#)
- [ASE Grants Community](#)
- [SAE Apprenticeship Community](#)
- [Apprenticeship.gov](#)
- [ETA's Manage Your Awarded Grant](#)

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"I alone cannot change the world, but I can cast a stone across the waters to create many ripples."

~ Mother Theresa, Humanitarian