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SAVE THE DATES!

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OFFICE OF APPRENTICESHIP - GRANT POLICY UPDATE

Creative Commons & Intellectual Property

The DOL grant agreement requires that intellectual property developed with grant funds be licensed under Creative Commons. The Office of Apprenticeship (OA) and DOL have established policy in place that designates Registered Apprenticeship Standards for any registered apprenticeship program (RAP) proprietary to the sponsor of that RAP and therefore not public by
To reconcile the requirements of both the grant agreement and OA policy, grantees will be required to advise all programs developed with grant funds that the Appendix A - Work Process Schedule and Related Instruction Outline (or SAA equivalent) affiliated with any program developed with grant funds (rather than the entirety of the Standards themselves) must be:

- Licensed in accordance with the grant agreement term; and
- Submitted to OA as such with the quarterly narrative report following registration; and
- Made available to the public

GRANTS MANAGEMENT CORNER

Join the Apprenticeship and ASE Communities of Practice!

You're familiar with all the resources on the Apprenticeship and ASE Communities of Practice. Joining Workforce GPS gives you access to webinars and the member directory, where you can connect to your peers around the country. Simply click "Become a Member" on the Workforce GPS home page. Once you're a member, we encourage you to join the Apprenticeship and/or ASE Communities as well. You can do this one of two ways: log into Workforce GPS, go to the ASE or Apprenticeship Community, and click "join community" just below the community description on the page; or click on your member profile, then "my memberships," check the box for the appropriate communities, and click "save" near the bottom of the page. At the bottom of the My Memberships page, you can also check a box to receive weekly digests of new content from those communities. Join today!

Defining Your Grant: Subrecipients Part 2

Last month we briefly discussed subrecipients and the responsibilities of prime awardees. We're going to look a bit deeper this month at prime awardees' responsibilities to report on subrecipients under the Federal Funding Accountability and Transparency Act (FFATA) - signed on September 26, 2006, and amended in 2008.

The intent of FFATA is to empower every American to hold the government accountable for spending decisions and to reduce wasteful government spending. FFATA requires prime grantees to report on subrecipient awards through the FFATA Subaward Reporting System (FSRS). The FSRS website contains more information, including a link to the FSRS and an awardee user guide.

Regulations at 2 CFR Chapter 1, Part 170 specify that prime grant recipients awarded a new federal grant greater than or equal to $25,000 are subject to FFATA subaward reporting requirements as outlined in the Office of Management and Budget guidance issued on August 27, 2010. Responsibilities include the following:

- The prime awardee is required to file a FFATA subaward report by the end of
The prime awardee is required to file a FFATA subaward report by the end of the month following the month in which the prime recipient awards any subgrant greater than or equal to $25,000.

- If the initial award is less than $25,000 but subsequent grant modifications result in a total award equal to or greater than $25,000, the award will be subject to the reporting requirements as of the date the award exceeds $25,000.

- If the initial award equals or exceeds $25,000 but funding is subsequently de-obligated such that the total award amount falls below $25,000, the award continues to be subject to the reporting requirements.

- All reporting must be done by prime awardees, not subrecipients.

For more information about the requirements, visit the FSRS website at FSRS.gov and take advantage of the training webinar. You can also review the SMART 3.0 Trainings, particularly Section 3 (Subrecipient Management and Oversight), 2 CFR 200 (including 2 CFR 200.300), and Section 10 (Financial Reporting and Program Income). Finally, you can always direct further questions to your federal project officer (FPO).

How Should I Spend Down Multiple Grant Awards?

If you have one or more apprenticeship grants (SAE, ASE, and/or SAE 2020, or any other DOL/ETA apprenticeship grant/s), you should not be exhausting earlier awarded funds prior to usage of newer grant funds. Grantees should be operating each grant project and spending down grant funds concurrently in support of each grant's unique goals, roughly at the same percentage of time elapsed in a grant period of performance.

Remember, however, that as you spend down grant funds concurrently, participants may not be enrolled more than once in the same Office of Apprenticeship-funded initiative. For the purposes of co-enrollment, state apprenticeship expansion grants are considered part of the same initiative; therefore, participants cannot be co-enrolled across SAE, ASE, and SAE 2020 (though we encourage co-enrollment in other federally funded programs such as the Workforce Innovation and Opportunity Act, and other OA-funded programs like the Industry and Equity Intermediary Contracts). The co-enrollment guidance shared last month contains full details.

TECHNICAL ASSISTANCE ACTIVITIES

Successful Program Implementation Technical Assistance

Join us for the State Apprenticeship Grants Promising Practices in Program Implementation webinar on September 23 from 3 to 4 p.m. ET. Topics we'll cover include developing grant goals and strategies, building partnerships, communication planning, and more. It's not too late to register!
Related, remember that our new SAE promising practices briefs also explore successful apprenticeship expansion strategies, including state leadership and policy. State leaders play a critical role in successful Registered Apprenticeship expansion by communication and managing toward a strong vision for expansion and providing organizational support for expansion efforts. The new State Leadership and Policy promising practice brief explores how governors and state agency leaders are acting as champions and conveners to create a shared vision; expanding stakeholder engagement and support; aligning workforce, education, and economic development systems in support of apprenticeship expansion; and adopting tax credits and policies that remove barriers and encourage apprenticeship. Explore the new SAE promising practices briefs to learn more!

New Youth Apprenticeship Resources

Are you working to develop, expand, or improve your youth apprenticeship programs? Our Youth Apprenticeship Intermediaries recently released materials that you may find helpful:

- An Urban Institute report on Iowa High School Apprenticeships: Creating Pathways to Promising Careers
- An Urban Institute case study of CareerWise, a Colorado-based Youth Apprenticeship Intermediary
- A new self-assessment and planning tool for developing youth apprenticeships from Jobs for the Future

New Guide on Women in Apprenticeship

The Women's Bureau recently released new resource guide, Advancing Opportunities for Women through Apprenticeship: A Case-Based Resource Guide, that looks closely at four high-quality, women-inclusive pre-apprenticeship and apprenticeship programs in a range of industry sectors. It also identifies common participant and program success strategies to help you open pathways to in-demand jobs for more women-who make up 47 percent of the workforce but only 7 percent of apprentices.

New Manufacturer Survey Reveals More Interest in Apprenticeships
Thomas Insights' recent manufacturer survey found that **manufacturers’ interest in reshoring, hiring, and apprenticeships increased during the COVID-19 pandemic**. Among the key findings: "Industries that . . . adopted more apprenticeship programs were overall less impacted by the lack of skilled labor available. . . With one in three companies reporting that they are actively hiring, apprenticeships could prove to be part of the solution for the ongoing skills gap crisis and help accelerate innovative reshoring efforts."

**AROUND THE WIDER WORKFORCE WORLD**

**Celebrating the Contributions of Workers with Disabilities**

October is National Disability Employment Awareness Month (NDEAM)—an annual celebration of the contributions of America's workers with disabilities, both past and present. These workers include, of course, many current or former apprentices, and DOL has implemented a number of initiatives in recent years to increase the inclusion of people with disabilities in apprenticeship programs and to encourage apprentices with disabilities to self-identify. In this spirit, apprenticeship sponsors are highly encouraged to participate in NDEAM. For specific ideas, visit the NDEAM web page. Suggestions range from simple, such as putting up this year's official NDEAM poster, to comprehensive, such as implementing a disability education program. Featuring the theme "Increasing Access and Opportunity," this year's NDEAM observation will be the nation's 75th and one of the culminating events of DOL's yearlong observance of the 30th anniversary of the Americans with Disabilities Act.

For more ideas and information, as well as examples of apprenticeships accessible to people with disabilities, see the Expanding Apprenticeship for Individuals with Disabilities page in the Apprenticeship Community.

**NDEAM Spotlight: Laura Williams/ComSonics, Inc.**

Laura Williams is an apprentice at ComSonics, Inc., a company in Virginia that specializes in the design, manufacture, sales, and repair of electronics and fiber optics. Williams, who has been at ComSonics for two years, started with the company as an industrial manufacturing technician apprentice. Upon completing the requirements for that program, she decided to further her training as an electronics technician apprentice. Her path to employment with ComSonics began when she enrolled in the Wilson Workforce and Rehabilitation Center Manufacturing Technology Training Program, through which she obtained several industry-recognized credentials. What Williams, a person of short stature, likes most about working at ComSonics is “the possibilities that are available, and the welcoming from employees and willingness for accommodations.” Examples of accommodations Williams uses include a custom chair, step stools, and other items that assist her in reaching the parts and equipment she needs to perform her best.
WWII "Rosies" Inducted into the Department of Labor Hall of Honor

The Department of Labor Hall of Honor is a beautiful tribute to individuals and groups who have made a lasting impact for working Americans. On September 10, 2020, Secretary of Labor Eugene Scalia, Women’s Bureau Director Laurie Todd Smith, and Presidential Advisor Ivanka Trump inducted "the Rosies" - the industrious women of World War II - into the Hall of Honor. More than 5 million Rosies moved into factories to supply the Allies and keep our economy going in the 1940s. They not only helped secure victory for our nation and allies; they opened the workplace for women for future generations. We invite you to watch and share this moving ceremony honoring the incredible work of the Rosies.

Cybersecurity Career Awareness Week

The National Institute of Standards and Technology (NIST) has scheduled National Cybersecurity Career Awareness Week this year for November 9-14, 2020. This could be a great opportunity to showcase apprenticeships in cybersecurity. The NIST website contains a lot of information, including a toolkit to help you plan and get word out about any events.

And remember-if you're working on apprenticeships in cybersecurity, the Apprenticeship in Information Technology page in the Apprenticeship Community contains many resources that can help.

REPORTING ROUNDUP

Next Quarterly Reporting Due Date: November 14, 2020

SAE Reporting Updates

A big thank you to those you of you who submitted apprenticeship and employer success stories to feature on apprenticeship.gov. We'd love to hear from more of you! Please see the details on what we are seeking in last month's newsletter and direct any questions and success stories to your FPO.

ASE Reporting Updates

ASE Grantees are anticipated at this time to submit their first data set to create the QPR for the report due February 14, 2021.

We want grantees to be sure to have their interim QPR data as 'clean' as possible as participant data systems are finalized prior to WIPS implementation. To that end, we have posted new webcasts to help you complete your QNR and interim QPR forms!
Because we do anticipate some questions, we would request that grantees make every attempt possible to submit their report 10 days to two weeks early for the first few WIPS quarters, so that any problems may be resolved as early as possible, hopefully prior to the due date so that timely certification is still possible.

Initial testing is underway, and BETA testing training has begun and is progressing well. Once the BETA testers actually get into the system itself and we can test it with 'real' data, we will finalize the testing schedule for the larger group - currently anticipated for the first two weeks of December. In the meantime, be sure and utilize the PIRL valid values and logic rules that are available under the Current Reporting Requirements section at https://www.dol.gov/agencies/eta/performance/reporting.

It's important to remember that the WIPS system is a 'living' platform - that is, there are periodic updates to the system (and the data elements), to be able to best host a number of DOL/ETA grant programs and be sure that all exigencies are addressed.

Please be sure to visit the WorkforceGPS Community for new reporting updates. Remember, if you have questions leading up to the training, please don't hesitate to reach out to your FPO who will be able to contact our reporting team.

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**SAE 2020 Reporting Updates**

SAE 2020 grantees will report in the WIPS. See above guidance regarding ASE. Currently, BETA testing is underway and DOL will inform grantees as to when training will start, and when you can upload data. In the interim, grantees should familiarize yourselves with the reporting template and should be building or determining your case management system. Grantees will not be expected to report participant data during this first quarter, but will report early next year! Now is the time to set up your systems, ask questions of your FPO, and engage with your TA coaches if you need assistance.

Important resources to bookmark and review to help you develop your systems include the following:

- **OMB-approved performance reporting requirements applicable to this and other Registered Apprenticeship grants**
- **DOL/ETA Performance - General**
- **Current Reporting Requirements, including the Participant Individual Record Layout (PIRL)** (Apprenticeship cells are shown under material revisions on the PIRL Combined 2.28.20 and in the column labeled "Apprenticeship."

Grantees must submit an ETA-9130 financial report as well as a Quarterly Narrative Report for activities during the first quarter. The QNR will be distributed by mid-October. The Financial Reporting system and instructions may be accessed [here](https://www.dol.gov/agencies/eta/performance/reporting).

Should you have any questions, please do not hesitate to reach out to your FPO.
QUICK LINKS TO KEY APPRENTICESHIP WEBSITES

- Office of Grants Management closeout package and frequently asked questions (FAQs)
- Online courses on grant closeout and audit resolution
- Apprenticeship Inclusion Models (AIM) Resource Library
- ASE Grants Community
- SAE/General Apprenticeship Community
- Apprenticeship.gov
- ETA's Manage Your Awarded Grant

QUICK LINKS TO KEY CORONAVIRUS WEBSITES

- Coronavirus (COVID-19) Resources at Workforce GPS (including ETA COVID-19 FAQs)
- DOL Coronavirus Resources page
- Coronavirus.gov
- National Governors Association's COVID-19: What You Need to Know page

"Never let the fear of striking out get in your way."

~ "Babe" Ruth, Major League Baseball Hall of Famer

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