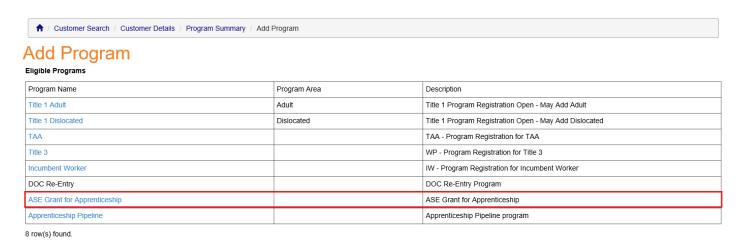# ASSET Technical Bulletin

March 31, 2021

ASSET Changes Implemented

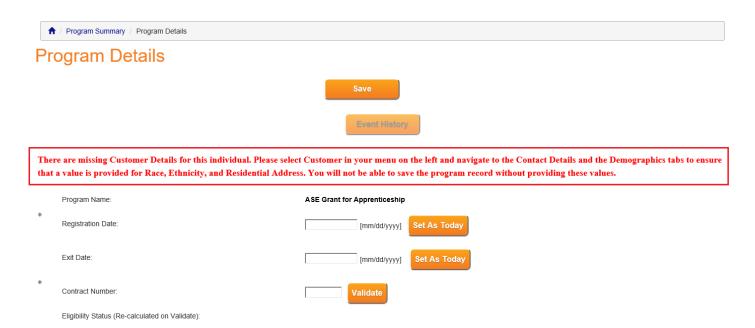The following changes to ASSET will be implemented after business hours on **March 31, 2021**.

A new Non-WIOA program and associated services are being added. The Apprenticeship State Expansion (ASE) Grant for Apprenticeship program is intended ONLY for use by those in the Bureau of Apprenticeship Standards and its sub-contractors. This new program does not impact co-enrollment or Common Exit.

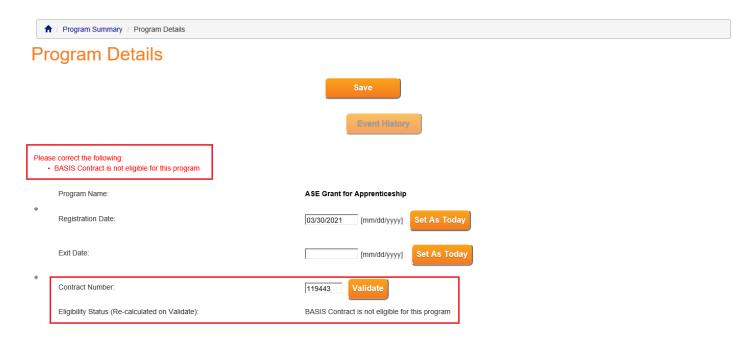### ASE Grant for Apprenticeship Program

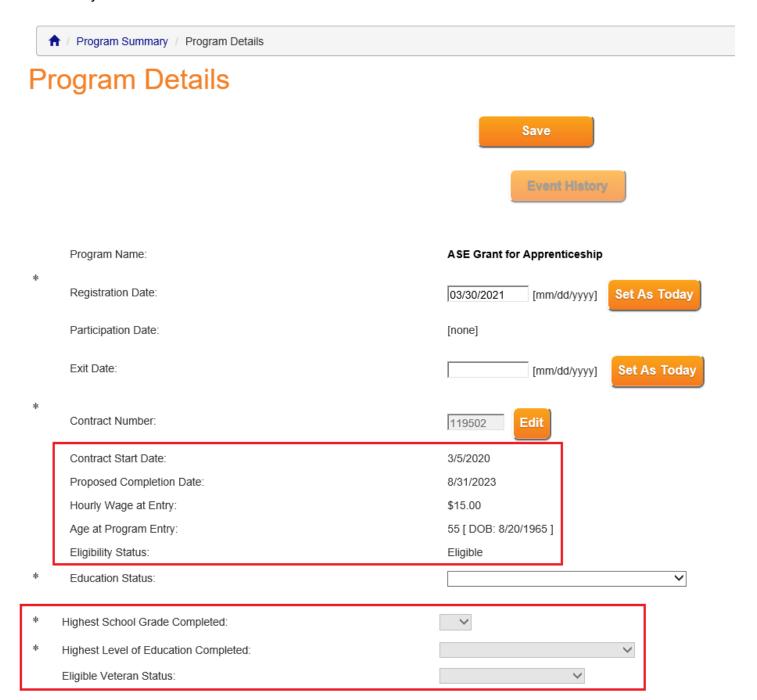The new Non-WIOA program is available in the Eligible Programs list in ASSET:

Prior to adding the new program record, additional fields are required on the customer's record beyond the 5 basic customer elements, noted in the red text below:

Once the missing elements have been provided, the Apprenticeship Contract Number must be validated by entering the Contract Number and clicking Validate. Edits will display if the Contract Number is not valid:

Program Details

Save

Event History

Please correct the following:
  • BASIS Contract is not eligible for this program

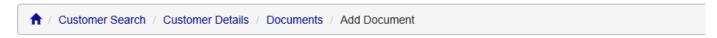|	
Program Name:	**ASE Grant for Apprenticeship**
* Registration Date:	03/30/2021 [mm/dd/yyyy] **Set As Today**
Exit Date:	[mm/dd/yyyy] **Set As Today**
* Contract Number:	119443 **Validate**
Eligibility Status (Re-calculated on Validate):	BASIS Contract is not eligible for this program

When the Contract Number is valid, additional field values must be provided. Please note that several fields are dynamic, populating values to un-editable fields. This is to streamline federal reporting requirements. Additionally, several data points are brought in from the Apprenticeship program's application (BASIS) and will be read-only:

🏠 / Program Summary / Program Details

Program Details

Save

Event History

Program Name:	**ASE Grant for Apprenticeship**
* Registration Date:	`03/30/2021` [mm/dd/yyyy] **Set As Today**
Participation Date:	[none]
Exit Date:	`_____` [mm/dd/yyyy] **Set As Today**
* Contract Number:	`119502` **Edit**
Contract Start Date:	3/5/2020
Proposed Completion Date:	8/31/2023
Hourly Wage at Entry:	$15.00
Age at Program Entry:	55 [DOB: 8/20/1965]
Eligibility Status:	Eligible
* Education Status:	⌄
* Highest School Grade Completed:	⌄
* Highest Level of Education Completed:	⌄
Eligible Veteran Status:	⌄

*	Military Service:	⦿ Yes ○ No ○ No Response
*	Military Discharge:	[dropdown]
*	Active Duty Begin Date:	[_____] [mm/dd/yyyy]
*	Active Duty End Date:	[_____] [mm/dd/yyyy]
*	Service-Connected Disability:	[dropdown]
*	Spouse of Veteran:	⦿ Yes ○ No ○ No Response
*	Eligible Spouse:	○ Yes ○ No ⦿ No Response Eligible Spouse Guidelines
*	Single Parent:	○ Yes ○ No ○ Decline to Respond ⦿ No Response
*	Unemployed 27 or More Consecutive Weeks:	○ Yes ○ No ⦿ No Response
*	Disability Status:	○ Yes ○ No ○ Decline to Respond ⦿ No Response
*	Ex-Offender:	○ Yes ○ No ○ Decline to Respond ⦿ No Response
	Low Income Status:	Not Low Income
*	Homeless:	○ Yes ○ No ○ Decline to Respond ⦿ No Response
*	Household Income Previous 6 Months:	[dropdown] LLSIL/FPL Guidelines
*	Individual Income Previous 6 Months:	[dropdown]
*	FoodShare/SNAP:	[dropdown]
*	Temporary Assistance for Needy Families (TANF):	[dropdown]
*	SSI/SSDI	[dropdown]
*	Other Income Based Public Assistance:	○ Yes ○ No ○ Decline to Respond ⦿ No Response

Documentation – Proof of DOB

Proof of the Apprentice's date of birth must be uploaded in ASSET. A new Category and Document Type have been made available through the Document Management section of the customer's record.

ASE Grant for Apprenticeship Services

Following successful save of the program record, the Eligibility Determination service must be completed for the program. In order to add subsequent services, Eligibility Determination must = Yes and Outcome must = Complete:

🏠 / Customer Search / Customer Details / Non-WIOA Service Details

Non-WIOA Service Details

Save

Event History

Program Name: ASE Grant for Apprenticeship

Service Information

Service Name: Eligibility Determination

Service Category: ASE Grant for Apprenticeship

* Start Date: 03/30/2021 [mm/dd/yyyy] **Set As Today**

Completion Date: 03/30/2021 [mm/dd/yyyy] **Set As Today**

Eligibility Determination: ⦿ Yes ◯ No ◯ No Response

Outcome / (Completion Code): Complete ▾

* Funding Source: ASE ▾

Comments:

Caution: 300 character limit

Once this service is on record, any additional services may be added within allowable usage, as defined by the grant:

Non-WIOA Service Eligibility

Non-WIOA Program Information - ASE Grant for Apprenticeship

Service Category: [All Services ▾]

Service Name	Service Description
Eligibility Determination	Applying information collected during program registration to the eligibility criteria to see if an individual is eligible for the program
On-the-Job Learning	Limited-term, on-site training provided to a participant by their employer (sponsor) focusing on skills and knowledge.
Other Support Service Assistance	Provided with support service not elsewhere described.
Support Service Assistance - Childcare	Receiving or authorized to receive childcare assistance by confirming that participant doesn't qualify for assistant through TANF or Title 1B. Must be a licensed and certified provider. Reimbursement must go to childcare provider not the participant.
Support Service Assistance - Educational Testing	Receiving or authorized to receive assistance with paying for cost(s) resulting in a credential or certification. Additionally, the participant will be receiving or authorized to receive payments and fees for employment and training-related applications, tests, and certifications.
Support Service Assistance - Housing	Receiving or authorized to receive a one-time funding for qualified participants to pay for a portion of the participant's rent or housing.
Support Service Assistance - Referral to Healthcare	Connecting an individual to, and/or providing information about healthcare. Participant could be eligible to receive funding to get a physical if it is required.
Support Service Assistance - Related Training Education	Receiving or authorized to receive assistance with paying for books, fees, and other necessary items for students enrolled in post-secondary education classes that are related to their apprenticeship.
Support Service Assistance - Transportation	Receiving or authorized to receive a transportation reimbursement. This will enable the participant to go to school, job training, or work. Within this assistance, bus passes for public transportation, parking permits or parking passes that allow the participant to participate in school or work-related activities will also be provided. Additionally, rideshare services will be allowed for reimbursement per the Supportive Service policy.
Support Service Assistance - Work Attire	Receiving or authorized to receive assistance with uniforms or other appropriate work attire and work-related tools, including such items as gloves, boots, eye protection, face shields or masks, etc.