

WISCONSIN



DWD

Department of Workforce Development

Bidder's Conference: 2020-21 Youth Apprenticeship Request for Proposals

Craig Henrickson
Master Jedi

Presentation Overview

What should I know as an applicant?

General applicant guidelines

What has changed since last year?

Timeline moved up

Grant Signatory

Letter of Intent

Tips on Applications

Diverse Outreach

YA-to-RA Bridge



General Standards

- Eligible applicants are local consortiums, consisting of school districts, employers, and other public agencies or nonprofit organizations.
- Grant has a maximum of \$900 per student enrolled; any grantee over this cap will have funding withdrawn.
- Grantees must provide 50% matching funds.
- Grants have a minimum of 25 students served and \$22,500.



Grant Timeline

- All applications due by: **April 1st**
- Compliance Review: **April 2nd-3rd**. Be available!
- Review team meeting: **May 19th and 20th**
- Intent to Award notice: **June 5th***
- Initial budget modifications due: **June 18th***
- Official press release: **July 1st***
- Grant contracts sent out for signature: **July 2nd***



Performance – Statutory Requirements

- At least 80% of the youth apprentices who participate in the program for 2 years must receive a high school diploma on completion of the youth apprenticeship.
- At least 60% of the youth apprentices who participate in the program for 2 years must be offered employment by the employer that provided the on-the-job training for the youth apprentice on completion of the youth apprenticeship.



Performance Standards

- At least 75% of the youth apprentices enrolled in the program are expected to successfully complete the program and receive a Level One or Two YA certificate.



Performance Standards

- Actual enrollment at close of grant should be no less than 85% of planned enrollment.
 - Encourages more accurate projections of enrollment figures by grantees.
 - Limit need for extensive modifications and risk of turnback at end of year.
 - Planned enrollment is from initial budget modification.



Performance Standards

- At least 60% of graduating seniors completing with a Level One or Two YA certificate should be offered employment in an occupation within their training area
 - Counts Level Two completers and Level One completers who are graduating seniors. Level One completers who will still be in school are not counted.
 - Can also count job offers from other employers, if they are for a similar occupation (e.g., Health YAs offered a CNA position at different hospital, etc.)
 - Does not replace the 60% required by statute.



Grading Criteria

- 20 points for effective program coordination
- 20 points for student recruitment and placement
- 10 points for outreach to diverse groups
- 10 points for effective employer outreach / training
- 15 points for added-value opportunities for students, such as dual credit, links to Registered Apprenticeship and coordinated activities
- 20 points for efficient and sustainable budget
- 15 points for past performance on completion rates, employment offer rates and enrollment rates



RFP Changes Overview

- What has changed since last year?
 - Timeline
 - Grant Signatory
 - Letter of Intent



Timeline

- RFP Published on January 31, 2020.
- Grant applications due April 1, 2020.
- Grant Compliance Reviews April 2nd -3rd, 2020.
 - Important to have someone from the consortium available these days for any questions on the application.
- Grant process moved up 2 weeks



Grant Signatory

- New Signature line added to grant narrative for a grant signatory.
- This will be the person that has the authority to sign contracts.
- The DocuSign contract will be emailed to this individual.



Letter of Intent

- Each grant application requires a letter of intent to apply for funds.
- Letter of Intent to Apply is due February 14, 2020
- Letter should include:
 - Name
 - Address
 - Phone and Fax
 - Intent of proposer to participate in the process and acceptance of RFP evaluation criteria, process, and instructions of the RFP.



Application Tips

- Focus Areas
 - Diverse Outreach
 - YA-to-RA Bridge



Focus Area: Diverse Outreach

- Scoring criterion: Provides a clear plan to enroll children at risk, youth in foster care, non-traditional by gender students, minority students, and/or students with disabilities.
- What doesn't work: simply stating that "YA is open to everyone".
- What works: specific strategies to inform and engage a variety of student populations.



Focus Area: Diverse Outreach

- Best Practices:

- Present to Special Education classes directly, especially Transition classes.
- Talk to and include an area DVR Counselor or BSC on your steering committee and in presentations to students. DVR has a vast array of services and funding options to assist students in employment.
- Connect students with IEP and 504 plans to DVR Counselor assigned to the school.



Focus Area: Diverse Outreach

- Best Practices Continued...
 - Keep DVR Counselor informed on finding employers and leverage their BSC and/or service provider working with the student.
 - What doesn't work: Having a DVR Representative on the steering committee, but not engaging them. Make sure they have a role and provide specific strategies to incorporate them into your program.



Focus Area: YA-to-RA Bridge

- Scoring criterion: Describe your strategies to implement a Youth Apprenticeship to Registered Apprenticeship Bridge Program. Include **partnerships** to be made with Registered Apprenticeship Sponsors and Apprenticeship Training Representatives (ATRs), **promotion** of Registered Apprenticeship as a career opportunity for students, and/or the **process** that will be used to evaluate students for apprenticeship credit.
- What doesn't work: Only having an ATR on steering committee. Having an ATR on the committee is a recommended best practice, however, we are looking for specific strategies to incorporate the bridge into your program.
- What works: pursuing specific partnerships, credit transfer for both work and school.



Focus Area: YA-to-RA Bridge

- Some specific strategies:
 - YA Coordinator, ATR, and technical college staff can identify post-secondary courses that will transfer to RA programs
 - Hosting information sessions for current YA and RA employers (several areas have done this)
 - YA coordinators have worked with technical college instructors to align related instruction with RA training, allowing students to leave a 2-year YA with the entire first year of RA coursework completed



Sending the Application

Application Checklist:

- **Grant Application: .docx** format
- **Budget Worksheet: .xlsx** format
- Other supporting documentation, including:
 - Copy of consortium grievance **policy** (not grievance form)
 - Minutes from **one** steering committee meeting
 - Should be separate from the Grant Application and Budget Worksheet
- Remember: **Do not** send in Partnership/Affiliation Agreements
- CC all members of Steering Committee



Continual Improvement Process

- DWD wants your input on grant application forms, questions and processes:
June 1st – August 1st
- Submit other suggestions:
August 15th – November 30th
- Final decisions around normal RFP release date: **January 2021**



Questions?

Questions can be emailed to:

YA@DWD.WISCONSIN.GOV

Craig Henrickson
Youth Apprenticeship Coordinator
(608) 267-6705
Craig.Henrickson1@dwd.Wisconsin.gov

