

FREQUENTLY ASKED QUESTIONS FOR RFA 17-192
CALIFORNIA APPRENTICESHIP INITIATIVE (CAI)
PRE-APPRENTICESHIP AND ENHANCED ON THE JOB TRAINING GRANT PROGRAM

- 1) **Question:** In reviewing the RFA for 17-192, I noted that there is a page count discrepancy for the *Project Management* section of the Narrative document: RFA page 13 states that this may have five pages, while RFA page 17 states this section may only have two pages. Can you clarify which is correct?

Answer: The Project Management Section is limited to two pages. Grant applicants will not be disqualified or penalized for submitting between 2 – 5 pages as a result of this RFA clarification.

- 2) **Question:** Are the trainees required to be hired by the pre-apprenticeship program (or their network) at the beginning of training, Or upon successful completion of the program?

Answer: A quality pre-apprenticeship program is one in which, upon completion, pre-apprentices will meet the entry requirements, gain consideration, and are prepared for success in one or more California State Registered Apprenticeship programs.

- 3) **Question:** If a company is successful and awarded this grant, does it preclude them from applying for any other grant opportunities that may arise in the near (within 2 years) future- for example if the state introduces the new and innovative apprenticeship grant again?

Answer: Information regarding future RFA requirements and eligibility are made available upon release to the public. We cannot disclose future criteria for a CAI RFA that has not yet been released to the public.

- 4) **Question:** As a recent recipient of CAI is my district also eligible to apply for RFA# 17-192, the Pre-Apprenticeship and Enhanced OJT Grant Program?

Answer: Yes

- 5) **Question:** Does a pre-apprenticeship program need to go through DAS approval?

Answer: No, the California Division of Apprenticeship Standards does not register pre-apprenticeship training programs.

- 6) **Question:** I would like to verify that MC3 is a curriculum that could be used for this grant.

Answer: Yes, we encourage eligible community college districts and K-12 LEAs to utilize this proven and innovative approach to preparing pre-apprentices in the building trades to become state registered apprentices in California.

- 7) Question:** My program will be approved by DAS in the near future but it may not be approved prior to the November 15 RFA submission date. Can I still submit my

Answer: Your program may still apply under the RFA but we suggest you provide evidence that approval through DAS is imminent.

- 8) Question:** I am approved with the Apprenticeship USA, federal organization. Can I submit a RFA package through this organization?

Answer: Only California Community College Districts and California Department of Education Local Education Agencies (LEAs), including Regional Occupational Centers & Programs (ROCPs), Adult Schools, County Offices of Education (COEs) and local school districts, are allowed to apply for this grant per Proposition 98 guidelines.

- 9) Question:** Regarding the Linkage Agreement, can we have the Los Angeles/Orange Counties Building and Construction Trades Council (which is the umbrella group representing 48 local unions and district councils in 14 trades) sign? Or do you need us to have each of the trades sign?

Answer: The Linkage Agreement was developed to assist applicant's document their partnership(s) with apprenticeship training programs that will ensure the success of the program. We encourage the applicant to demonstrate the role of their partnering Building and Construction Trades Council. Modifications to the linkage agreement are permitted.

- 10) Question:** Are job placement services (supporting students to be placed into employment as a Registered Apprentice) an allowable expense?

Answer: Yes, applicants are encouraged to clearly and concisely describe how these services will lead to placement into a state registered apprenticeship program.

- 11) Question:** Are other letters of support allowed?

Answer: Yes, we recommend you place them behind the Outreach and Sharing of Best Practices Section of the RFA.

- 12) Question:** Can we provide commitment letters from Registered Apprenticeships in other forms? The "Linkage Agreement" template does not really match up with how apprenticeship works in our industry.

Answer: Yes, Modifications to the linkage agreement are permitted.

13) Question: Does the response to need requirement infer that ONLY programs aligned with DAS approved apprenticeship programs are eligible? How about manufacturers/service companies that are not organized by a collective bargaining agreement?

Answer: RFA 17-192 pertains to programs that prepare students for entry into California state registered apprenticeship training programs approved by the Division of Apprenticeship Standards. California state registered apprenticeship training programs are not specifically required to be organized by a collective bargaining agreement.

14) Question: The Excel Application for K-12 does not list my district. We are a K-12 LEA aligned with the Division of Adult Education.

Answer: K-12 LEAS are to write in which district they are applying on behalf of in the "DO FIRST" tab within the [Appendix B, \(2\), Application Forms California Department of Education Agencies \(Excel\)](#)

15) Question: Can the Linkage Agreement be modified in case of journeyman upgrade program?

Answer: Yes, modifications to the Linkage Agreement are permitted. Additionally we encourage applicants to consider opportunities for the incumbent and journeymen workforce through this RFA. This type of application would focus on the Other OJT Model as is defined by Labor Code Section 3093.

16) Question: Are there more clear objectives for the work plan or are we to create our own

Answer: Applicants are encouraged to address the objectives provided in the RFA. That said applicants are encouraged to provide objectives unique to the needs of their regional economy and the demographics in their community.

17) Question: If an employer or program receives ETP funding will that create a conflict of interest

Answer: No.

18) Question: Can my district submit multiple applications for different sectors and pre-apprenticeship, OJT and Journeyman upgrade?

Answer: Yes

19) Question: My College and its partners are interested in applying for a grant as outlined in RFA 17-192. However, the RFA states the requirement of "documented partnership with at least one, if not more, Registered Apprenticeship program(s)." We are working with an employer who just registered an Information Technology apprenticeship with the US DOL. Does a DOL-registered apprenticeship satisfy the requirement of the grant or do we need an apprenticeship that is registered with the DAS? We are working on getting our apprenticeship registered with the DAS.

Answer: You are not precluded from applying for RFA 17-192 but the area of focus of this RFA is to create a Pre-Apprenticeship or Enhanced OJT program that does the following:

- Is directly connect to existing California state apprenticeship programs approved and registered by the California Division of Apprenticeship Standards (DAS)
- Aligns with an Enhanced Other Than on the Job Training program as defined by California Labor Code Section 3093.
- Aligns with the US DOL's Definition of Pre-apprenticeship 5
- Integrate diverse initiatives and reforms to develop self-sustaining pre-apprenticeship programs for long-term success.
- Target and outreach to women in building trades, veterans and post release populations from California county jails or California state prisons underrepresented in occupations and industries utilizing an apprenticeship training model.

We encourage you to describe your path and timeline to becoming a California state registered apprenticeship program with the DAS.

20) Question: I am the superintendent at a Regional Occupational Center. I am inquiring to see if we are able to apply to be the LEA to qualify for the CAI Grant/Program.

Answer: Yes, Regional Occupational Centers/Programs are eligible to apply for this RFA 17-192.

21) Question: On page 13 of the RFA, it says that the budget summary must be signed by the Project Director and Chief Business Officer, but on page 16, it says the budget summary must be signed by the project director, chief business officer and the Superintendent.

Answer: The budget summary is only required to be signed by the Project Director and Chief Business Officer.

22) Question: Can Pre-Apprentices receive incentives for participation? For example, a stipend when they complete the program or gas cards to help with transportation costs.

Answer: This may be an allowable expense so long as it meets the guidelines set out in [Appendix C, Guidelines, Definitions and Allowable Expenditures \(PDF\)](#)

We strongly encourage applicants to consider leveraging other programs and funding sources to address support/wrap-around services.

23) Question: Is there a minimum percentage of the grant award that must be used for direct training expenses?

Answer: No, the CCCCCO may require successful applicants who receive funding to make adjustments in the budget.

24) Questions: In the budget, is it allowable to include cost of meals for pre-apprentices for workshops when the workshop includes an agenda and requires a working breakfast, lunch or dinner?

Answer: Yes, this may be an allowable expense so long as it meets the guidelines set out in [Appendix C, Guidelines, Definitions and Allowable Expenditures \(PDF\)](#)

25) Question: Is there a 10% match requirement?

Answer: No.

26) Question: While not specifically requested in RFA 17-192, I would like to know if the following types of documents may be submitted as supplemental information for the application:

- Letters of Commitment from community organizations, industry partners, and aligned workforce agencies
- A graphic representation of the program (i.e. pre-apprenticeship to apprenticeship career pathway chart)

Answer: These additional documents may be submitted with your grant application. We recommend including these documents in sequential order behind the Outreach and Sharing of Best Practices Section.

27) Question: Appendix D, Strong Workforce Metrics, does not include metric numbers only descriptions. The workplan instructions state to include metric numbers in the metric column. Shall we just include the metric title instead?

Answer: Yes, please list the Strong Workforce Metric title within the Objective Section. Applicants are encouraged to include Objectives unique to their Pre-Apprenticeship or Enhanced OJT program.

28) Question: I am approved with the ApprenticeshipUSA, federal organization. Can I submit a RFA package through this organization?

Answer: Only California Community College Districts and California Department of Education Local Education Agencies (LEAs), including Regional Occupational Centers & Programs (ROCPs), Adult Schools, County Offices of Education (COEs) and local school districts, are allowed to apply for this grant per Proposition 98 guidelines.

29) Question: We have an M.O.U. in place with the California Building Trades Council aligned to a pathway through MC3 curriculum, using a certified MC3 instructor. We also are undertaking extensive construction on campus, provided for by a G.O. Bond. We have an approved Project Labor Agreement to ensure local hire of those students who complete the BTC pathway and enter the pre-apprenticeship program. My question is this: Is it sufficient for the RFA purposes to have a letter from the BTC acknowledging their partnership with us in pre-apprenticeship training aligned to the building trades in general, or will we be required to have letters from specific trades affiliated with the BTC?

Answer: The Building Trades Council letter is sufficient but not required; we encourage the applicant to be explicit regarding formal alignment with each unique registered apprenticeship-training program.