Questions and Answers

SAEEI GRANT ELIGBILITY

Proposals shall be accepted from all eligible applicants. Proposals must meet minimum requirements to be read and scored. The most competitive proposals will be those that serve this grant in innovative ways that strategize development of cross-functional relationships and system-wide collaboration.

This SAEEI grant is designed to provide start-up funding for creating new apprenticeship programs, or for creating new occupations with existing registered apprenticeship programs. Therefore, a new apprenticeship program or an existing program that is adding an occupation will be eligible for this grant as long as that new occupation was registered with DAS after July 1, 2021.

1. Applicants:
Proposals will be accepted from California Local Workforce Development Boards (Local Boards) whose proposals include the required partnerships with employers, local education agencies and community-based organizations.
Local Boards may be an apprenticeship sponsor or partner with eligible local apprenticeship sponsors. Local Boards will act as the fiscal agent for these types of program models.

2. Participants
The intent of this SFP is to fund projects that expand the number of individuals enrolled in RAPs within the grant's period of performance. For the purposes of this program, eligible participants are persons 16 years of age and older who are not enrolled in a registered apprenticeship program at the time of initial grant service.

You must incorporate specific strategies to support or expand RAP opportunities among all workers, including youth, women, people of color, formerly incarcerated individuals, and persons with disabilities, as well as the protected groups identified in 29 CFR Part 30. These activities must be in compliance with all state, local and federal equal-employment laws and civil rights protections.
Further, the DAS is particularly interested in targeting groups most affected/displaced by the COVID-19 pandemic or other impacts on the state economy. If an applicant proposes, serving groups affected or displaced by the pandemic, applicants must clearly identify these groups and how the pandemic has affected them.

DEFINITIONS

Traditional (also "BC" or "Construction"): Apprenticeships training Programs in the building and construction trades or firefighter occupations.

Non – Traditional: Non-Traditional (Non-Construction): Apprenticeships Programs in any trade or occupation other than the building and construction trades or firefighter occupations.

QUESTION # 1

Question:

May the building and fire trades apprenticeships apply for this funding? Is there any sector focus area to this SFP?

Answer:

The purpose for the SAEEI grant is to fund new and innovative non-traditional apprenticeship programs. The Building/Construction trades and Fire Fighter/Protection Trades are considered "Traditional" apprenticeships and under the jurisdiction of the California Apprenticeship Council (CAC) and as such are not eligible to apply for this grant.

QUESTION # 2

Question:

I am seeking clarification on who qualifies to be the lead on this grant. Can Registered Apprenticeships Programs (RAP) apply?

Answer:

In order to apply for the SAEEI grant, the lead entity applying must be either a <u>Local Workforce Development Boards or an Apprenticeship Program Sponsor</u>. Therefore, Yes, a Registered Apprenticeship Program Sponsor can apply directly for this grant, however it is a requirement that they also partner with a Workforce Development Board.

QUESTION # 3

Question:

The SAEEI grant application directions state that the required partners is a list of 4 entities:

- Local Workforce Development Board
- Employer/Organization/Industry Partner
- Local Education Agency
- Local/Regional Community Based Organization

In order to apply, will we need a partner from each of these 4 categories?

Answer:

Yes, all four partners are required partners for the SAEEI grant.

QUESTION # 4

Question:

We are in the last stage of the DOL approving my Apprenticeship program. Would we need to revamp the program, or could I simply adjust it to work with the population? Would those adjustments need to be submitted to the DOL?

Answer:

All programs that receive this grant will need to dual register their program and apprentices with both the DOL and DAS, therefore if you already have DOL approval, then you are off to a good start, and you will be required to also register with DAS. In order to be well positioned to receive this grant, we do want you to demonstrate how you are creating an opportunity for women, justice-involved, people with disabilities and communities of color that have been disproportionably impacted by the coronavirus.

California's Division of Apprenticeship Standards unfortunately cannot confirm what would need to be changed and/or adjusted with the Department of Labor. However, if you are changing your program, we highly recommend you work with the Department of Labor to keep them updated. We do have a dual registration template that works to make it easy to register with both DOL and DAS.

QUESTION # 5

Question:
Does the SAEEI grant include CSUs?

Answer:
 California State Universities can be the Local Educational Agency, The Employer and/or an Apprenticeship Program Sponsor. Therefore, Yes CSU's can apply if they fall under one of the above-mentioned categories. Please note the SAEEI grantee needs to be in partnership with a local workforce board.

QUESTION # 6

Question:

Are we allowed to partner with existing apprenticeship programs in other areas but use the grant to expand it into our area?

Answer:

This SAEEI grant is designed to provide start-up funding for creating new apprenticeship programs, or for creating new occupations with existing registered apprenticeship programs. Therefore, a new apprenticeship program or an existing program that is adding an occupation will be eligible for this grant as long as that new occupation was registered with DAS after July 1, 2021.

QUESTION # 7

Question:
 Will CalJOBS be the system of record for participants and financials? Will grant funding come through the EDD Subgrant Agreement?

Answer:
 YES. CalJOBS will be the system of record to report Participants. Details for reporting participants and financial shall be determined and disclosed in the contracting phase of the grant, however WDB are critical partners in this reporting, which is why they must be either the lead applicant or within the required set of partners.
The grant funding will not be coming through EDD – DAS shall be developing the Subgrant Agreements.

QUESTION # 8

Question:

Can only Local California Workforce Development Boards apply? Our nonprofit already has a partnership with an employer who (provides workforce training for our participants) and we have done pre-apprenticeship and apprenticeships with them. They have nine registered apprenticeship pathways with DOL already. Given this information, would we be eligible to apply? Or can nonprofits take advantage of this opportunity?

Answer:

Non-Profits can apply if they are the Apprenticeship Program Sponsor, meaning that they are the lead and can actually register the program and the apprentices with DAS/DOL. Once again, they will also need a Workforce Development Board in the mix of partners.
Yes, you may work with an employer you already have a partnership with if you are developing new DAS registered apprenticeships and/or new occupations for existing DAS registered apprenticeships.

QUESTION # 9

Question:
We understand that there is a limited amount of funds available to be awarded. May we apply for the full $2.5M and then be approved for less than that if DAS wants to give out more grant awards at lower amounts?
Does lowering the requested amount increase our chances of approval?

Answer:
A lower award amount may be a possibility. Lowering the requested amount will not increase your chance of approval.

QUESTION # 10

Question:
Are apprentice sponsors able to support multiple proposal applications?

Answer:
Apprenticeship sponsors are able to support multiple proposal applications, however you cannot collect funds twice on the same apprentice.

QUESTION # 11

Question:
 Where are the funds coming from for this grant? Are there any funding sources that these funds cannot combine with? (Ex. Would it be from the same bucket as other WIOA funds, which would not allow us to thread together with other WIOA funds for these apprentices?)

Answer :
This grant funding is coming from the Department of Labor, SAEEI, therefore it will not interfere with the programs ability to receive funding from additional funding sources. DAS encourages grantees to braid funding sources.

QUESTION # 12

Question:

If one employer is willing to hire all the apprentices, is the requirement employers/industry partners still a requirement?

Answer :

When it comes to required partners, you need to have one from each category LWBD, Employer/Organization/Industry Partner, LEA, and CBO. Therefore, one employer is sufficient and meets the requirement of an employer/industry partner

QUESTION # 13

Question:
Is pre-apprenticeship a positive metric for the grant?

Answer:
No, pre-apprenticeships are not a metric for the grant.

QUESTION # 14

Question:
Can you provide examples of what you mean by "Online Service Provider"?

Answer:
Online Service Providers – Could be any kind of online learning or coaching platform. This is an optional partner type.

QUESTION # 15

Question:

What is the number of enrollments to place for $2.5 million? It says 521 in the SFP (page 16 and 23), but it says 500 in the Exhibit B Project Narrative.

Answer:

The numbers are calculated based on $4,800/apprentice, therefore for the $2.5 calculates to 521 participants.

QUESTION # 16

Question:
We are a for-profit California company currently working towards possibly creating our foundation. In this case, should we apply as a for-profit entity or nonprofit organization (supposing we will have our foundation established at the time the proposal is submitted)?

Answer:
What entity applies for the grant is your option, but in any case, the grantee must partner with a Local Workforce Development Board (LWDB) and have all the required partners in the mix.

QUESTION # 17

Question:

If we create a new apprenticeships with this funding opportunity, what is timeline for approval? Will these apprenticeships be given priority or expedited approval by the state and the DOL?

Answer:

Once DAS and the Grantee execute the DAS SAEEI Subgrant Agreement, the grantee and DAS shall draft the Dual DAS/DOL Apprenticeship Standard. The new standard requires a 30-day public posting on the DAS website and if there are no comments, the program standards may be approved, and the new program may start registering apprentices.

All programs will have the opportunity to become registered with both the state of California and the Department of Labor, but there will not be a priority list. The SAEEI grant programs will be a priority in development and approval, but the 30-day public posting requirement for all new Apprenticeship programs or existing programs wanting to add a new occupation may not be waived.

QUESTION # 18

Question:

May applicants propose apprenticeships in various occupational sectors?

Answer:

Yes, applicants may propose apprenticeships in various occupational sectors, as long as the occupational sectors are within the non-traditional sectors.

QUESTION # 19

Question:
Must all apprenticeships include unions? Or can apprenticeships occur with non-union organizations and occupations?

Answer:
While apprenticeships may include unions, they are not a required partner. The grant applicants are free to develop union or non-union programs or a combination of both types of programs.

QUESTION # 20

Question:
We are a Jobs Works Center operating under WIOA and are seeking to expand our Center to include an Apprenticeship program. Can a Center such as this apply for an apprenticeship grant or are we required to request such funding from the local Workforce Board?

Answer:
Yes, as a Job Center you can apply as an Apprenticeship Program Sponsor and you must also include: a Local Workforce Development Board (LWDB), Employer/Organization/Industry Partner and Local Education Agency.

QUESTION # 21

Question:
Would an Apprenticeship Program Sponsor require a WDB to act as fiscal sponsor?

Answer:
Apprenticeship Sponsors are eligible to apply, however an apprenticeship sponsor would need a Local Workforce Development Board to be their fiscal sponsor.

QUESTION # 22

Question:
Participants receive a full array of career basic and career individualized services including career assessment, planning, case management and training. If workforce boards are only reimbursed at 90-day retention after employment and an apprentice leaves the job before the 90 days, does that mean that there is no reimbursement for services provided prior to employment?

Answer:
That is correct.

QUESTION # 23

Question:

Please clarify re: pay-for-performance model (page 17) – for the 90-day retention in employment requirement, does employment as an apprentice count? (We wish to confirm that you do not mean unsubsidized employment after the RAP has been completed.)

Answer:

The pay-for-performance model requires a 90-day retention in employment <u>as an apprentice</u> before the grantee can submit a claim for payment on individual apprentices under the grant.

QUESTION # 24

Question:
Do registered apprentices need to complete their whole apprenticeship during the performance period of the grant in order to be counted toward the metric? Or are they counted when they are registered? SFP, page 17: What is the required number of participants who need to reach 90-day retention in order to be reimbursed for the ongoing program costs after the start-up costs?

Answer:
In order to be counted into the metric an apprentice needs to be registered with the program and complete their 90 days within the grant period.

The first 25% of funding will be granted upon award to cover startup costs. The remaining 75% sub-grant reimbursement will be disbursed through a pay-for-performance model, to recipients after a 90-day retention of employment as an apprentice and registration in DAS CAS, DOL RAPIDS and CALJOBS.   Once this criteria has been met, grant recipients are permitted to submit allowable grant line-item expenditure requests.

Consider the first 25% to be the first $1,200/apprentice that a grantee will be receiving. Then, once an apprentice is registered and retained for 90 days, the grantee can invoice for the remaining $3,600 per apprentice in expenses. Therefore, there is not a minimum number of initial apprentices, but rather once a grantee has registered and retained apprentices for 90 days they can submit an invoice.

QUESTION # 25

Question:

Our program is in multiple locations throughout the state, would we need to work with a Local Workforce Development Board in all locations, or could one WDB be the main administrator of an application in more than one location?

Answer:

It is up to the LWDBs to work out such partnerships/agreements with the other LWDBs as part of the grant application. They may report in the application the costs of having other LWDBs report the participant data into CALJOBs for the participants working in counties under their jurisdiction. Again, such arrangements should be part of the grant applications and comply with the LWDB policies.

QUESTION # 26

Question:

May we submit our employer commitment letters addressed to the program sponsors? Note, these letters are not addressed to the lead applicant. Do our employers have to specify numbers of apprentices they will hire, or can they just confirm partnership and support?

Answer:

Letters addressed to the program sponsors are acceptable. Employers need only confirm partnership and support, there is not a requirement that employers state a certain number of apprentices they plan to hire. All Letters of support must be dated January 14, 2022 to March 30, 2022. However, in your overall proposal, as the lead applicant, you will need to commit to a certain number of apprentices that you will register through the support of this grant.

QUESTION # 27

Question:

We are currently piloting a new workforce development program. We are hoping to turn it into an official apprenticeship opportunity, but since it is small, and just initiating, is it possible to apply for an exemption to minimum award amount? May we request funding for less than 50 participants, somewhere around $50,000-$100,000?

Answer:

Unfortunately, the minimum award amount is set forth in the SFP and DAS is not allowed to waive this requirement.

QUESTION # 28

Question:

Exhibit D does not have boxes for annual targets, nor a breakdown of apprentices enrolled in new RAPs and apprentices enrolled in new occupations in existing RAPs as requested in Exhibit B: Program Narrative. It is also lacking boxes for other metrics requested in Exhibit B such as Total Participants Served (non-RA). Since the proposal instructions states, "Complete only the required information in the exhibits. Do not change or alter", do we need a separate matrix in our Program Narrative for outcomes to cover these required metrics?

Answer:

Yes, a separate matrix in narrative format is needed to describe the outcomes to cover these required metrics. Exhibit B: Program Narrative states "Applicants must provide a matrix that clearly identifies the outcomes and the outputs that the project is designed to achieve. This matrix will include annual target outcomes that will be used for the purposes of technical assistance. In addition, applicants must describe in a narrative format how these outcomes and outputs align with their project goals.

Furthermore the "Applicants must include comprehensive numerical projections for each of the seven output and outcome measures identified below and defined in Exhibit D."

QUESTION # 29

Question:

In Exhibit B, there are two separate outcomes mentioned, "Total participants who complete a RAP" and "Total participants who receive a certificate of completion of a RAP". Can you explain the difference?

Answer:

The two statements are the same in that any participant that successfully completes the RAP still receives a certificate of completion.

QUESTION # 30

Question:

Is Supplemental Budget (Exhibit H) required for equipment and/or procurement of any contractual services (p. 27 of SFP) or only for equipment (p. 13 of proposal instructions)?

Answer:

Supplemental Budget (Exhibit H) is required if the proposal includes the purchase of any equipment over $5,000 or the procurement of any contractual services regardless of dollar amount.

Exhibit H - Supplemental Budget (p. 13 of proposal instructions)

☐   If applicant plans to purchase equipment that has a unit cost of $5,000 or more and a useful life of more than one year, the applicant must complete the Supplemental Budget Exhibit (SFP Exhibit H), Section I. Equipment.

☐   Due to the short-term nature of these projects, applicants are encouraged to lease or rent high-cost equipment. If applicants plan to budget contractual services, the Supplemental Budget Exhibit (SFP Exhibit H) Section II. Contractual Services must be completed.

Question # 31

Question:

I would appreciate learning if middle school aged students are eligible for SAEEI funding.

Answer:

Apprentices in CA must be at least 16 years old, therefore middle school students are not eligible for apprenticeship. However, in general, Youth apprenticeship are eligible for the SAEEI grant, as long as all the grant requirements are met.

Question # 32

Question:
Clarifying question on performance period. The grant mentions a 4-year period, but the dates mentioned (7/1/22 to 6/30/25) is only 3 years. Can you speak to how applicants should look at the performance period? Should we speak to only 3 years?

Answer:
The official performance period for the grant was 7/1/2021 to 6/30/2025. DAS has taken some time to develop the administrative ability to award and manage the SAEEI grant. Thus, leaving the grantees with a three-year period of performance for the grant.

Question # 33

Question:
What is the process to create a new occupation? As we train apprentices is there a list of register occupations?

Answer:
To search for occupations, you may search O*Net OnLine
https://www.onetonline.org/

Question # 34

Question:

Is there a list of Workforce Boards that I can partner with? I am an Apprentice Program Sponsor and I have a LEA. I need help finding a WDB.

Answer:

You can search for LWDB's via the California Workforce Development Board Website https://cwdb.ca.gov/

Question:

Will citizenship status affect an apprentices' opportunity to apply. Taking into mind that the population that is looking to be assisted, may fall into such category.

Answer:

Participants in the program need to be legally able to work in the State of California. DAS requires a nine-digit identification numbers for apprentice registration such as SSN, Tax ID Number, or State ID number.

Question # 36

Question:

Does DAS expect there to be another round of SAEEI grant funding after this initial round, perhaps next year or in 2024?

Answer:

DAS does not anticipate another round of funding for this specific SAEEI Grant.

Question # 37

Question:
Can you send that dual registration template out to all interested applicants?

Answer:
 Templates will be provided to SAEEI grantee's, the template is not required to apply for the SAEEI grant.

Question # 37

Question:
How do we register an existing apprenticeship program?

Answer:
The existing apprenticeship with the proposed new occupation(s) shall be identified as part of the SAEEI Application. The existing apprenticeship will need to be registered under both DAS and DOL.

Question:

If you are representing a nonprofit, is there a mechanism to connect with other organizations that are applying?

Answer:

Unfortunately, there is not. However, you can check in with LWDB's via the website https://cwdb.ca.gov/

Question:

Under the SAEEI grant, are incumbent employees eligible to be enrolled in the SAEEI apprenticeship program, if they have never participated in an apprenticeship previously?

Answer:

The SAEEI grant is for new apprenticeship and/or new occupations and aims to serve certain target populations. We do not express a view on whether your program serves incumbent workers or not, as long as they are new apprentices.

Question:

What about work in freelance jobs that don't last 90days…

Answers:

Freelance Jobs are not a good metric for the SAEEI grant.

Question:
Do we still have time to apply?

Answer:
Yes! We are requesting that interested applicants submit a Letter of Intent by **March 1, 2022.**

Please Note:
Final Applications must be submitted electronically to DAS on or before
 March 30, 2022 by 1:00pm (pst). Late proposals will **NOT** be accepted.
Exceptions will NOT be allowed, and there is no appeal for not meeting the proposal deadline.

Submit materials to: DASGrantUnit@dir.ca.gov