

Supporting Pennsylvania's Healthcare Sector through Apprenticeships and Pre-Apprenticeships Grant Program

Bidder's Conference Q&A – January 8, 2025

Please Note: All questions and answers have been paraphrased.

Q: How is advanced manufacturing defined?

A: From the NGA: "Advanced manufacturing combines innovative technologies and processes to significantly improve manufacturing efficiency, productivity, and quality. It aims to optimize production, minimize waste, and ultimately drive economic growth."

Q: How is robotics defined?

A: In the context of advanced manufacturing and in the NGA, robotics refers to the "use of automated, programmable machines or systems that can perform manufacturing processes with precision, efficiency, and adaptability. Robotics enables precision, safety, and flexibility, helping manufacturers remain globally competitive."

Q: Can an applicant apply to Opportunity 1 and 2

A: Each application must either be for Opportunity 1 or Opportunity 2. However, an organization can still be able to apply for both opportunities if they submit two separate applications for each opportunity.

Q: Can any staff costs be invoiced before program approval?

A: Certain staff costs can be built into the program for building the program, such as program staff salary.

Q: Outside of the 1-year goal as stated in the NGA, how do we determine a timeline to register program?

A: This is highly dependent on the applicant. You can propose more or less aggressive timeline to the Pre-Apprenticeship/Apprenticeship Training Representative.

Q: Are specific occupations within advanced manufacturing available? For example, tech support roles are prevalent within the industry.

A: There are no specific occupations required to apply.

Q: Can you explain the quantity of apprentices and pre-apprentices required to qualify?

A: Individual RAP: 5 Apprentices; Group RAP: 15 Apprentices; Pre-RAP: 15 Pre-Apprentices; Multi-County Pre-RAP: 40 Pre-Apprentices.

Q: Are existing apprentices (e.g. start date before 1/1/26) allowed to be supported, or only new apprentices enrolled after 1/1/26?

A: Existing apprentices can be supported using grant funds, but the minimum required outcomes numbers should reflect new enrollments.

Q: For the Goals and Outcomes spreadsheet, should the Measurable Performance Goals/Outcomes be limited to those included in the template, or should additional goals be added to reflect the specifics of the project?

A: There is space on the spreadsheet to include additional goals, but no proposed goals need to be added to the existing boxes

Q: For expanding Apprenticeships, are only the minimum 15 new Apprentices from underserved populations fundable, or can additional non-underserved Apprentices also receive funding?

A: Additional apprentices/pre-apprentices are able to receive funding.

Q: How is the applicants' support of physical and digital accessibility evaluated?

A: Applicants can describe how their program will address accessibility based on their target populations and delivery methods. For example, physical accessibility ensures that the workplace and training sites are usable by all individuals, including those with disabilities. Digital accessibility ensures online learning systems, instructional content, and communication tools can be accessed by all individuals, regardless of ability or device.

Q: Should all training costs be built into the RTI line in the budget?

A: Some items, such as contracted training costs, can be built into the program section of the budget. The "Appendix H – Budget Invoicing Instructions" document on the website includes the Budget Prep Manual will go into further detail regarding cost categories.

Q: Is there a maximum number of apprentices that would be eligible?

A: There is no maximum number of apprentices or pre-apprentices to be supported per project.

Q: If program staff are not employees of the entity applying for the grant, should funding budgeted for their work be entered the same way or as a lump sum contracted amount?

A: This depends on how the contract is written. For example, if the contract is written on a lump sum, we would evaluate based on that, and the Fiscal Unit would need to look at the contract.

Q: What is considered administration for the 10% max? Does this include admin indirect cost and program indirect cost only?

A: This includes all of the “A” cost categories on the GFRP template, which includes “A1 – Admin. Staff Salaries & Fringe Benefits”, “A2 – Admin. Operational Costs” and “A3 – Admin. Indirect Costs.” Please utilize “Appendix H – Budget Invoicing Instructions” on the site, which includes a Budget Prep Manual that goes into further detail on each of the cost categories.

Q: Can expenses be submitted after program approval that were incurred prior to program approval. For example, if a program is currently running but is not a formal pre-apprenticeship program, once approved can prior expenses within the grant window be submitted for reimbursement?

A: The only expenses that may not be invoiced until program approval are OJT/RTI/Support services costs. Other costs can be billed by the grantee once the period of performance starts.

Q: For Opportunity 1, Outcome 4, which requires developing a registered pre-apprenticeship program to replicate across three or more counties and serve at least 40 pre-apprentices, does the replication need to involve the exact same program model?

A: The pre-apprenticeship program model does not need to be the exact same for each county in a multi-county approach, but it is important to note that the pre-apprenticeship does need to align with a registered apprenticeship. Additionally, for this approach, participants do not necessarily need to lead into the same exact RAP, as Pre-RAPs can be industry-focused rather than specific occupation-focused.

Q: How are "underrepresented" individuals defined?

A: Common factors could include race/ethnicity, gender, geography (rural), socioeconomic status, disability, veterans, etc. Applicants should explain their criteria and data sources in the proposal.

Q: If the occupation fits but is not in an advanced manufacturing company, for example it's in food processing or agriculture, can this still be applicable?

A: The proposed initiative does not have to take place at an advanced manufacturing company/factory/etc. If the proposed project uses advanced manufacturing processes (automation, robotics, precision systems, etc.), they can potentially fit, but the application must make that connection explicit.

Q: If I am working with a manufacturing company that is currently completing paperwork to go to council is that considered an existing apprenticeship or a new apprenticeship?

A: If the program is registered by the beginning of the performance period (1/1/26), this would count as an existing program.

Q: Can a single workforce board apply for the grant to support multiple individual sponsors?

A: A LWDB can apply to support multiple partners, but please keep in mind that the application must still fall within the requirements of the NGA. For example, each application must be for either Opportunity 1 or Opportunity 2.

Q: Please confirm that grantee is responsible for the articulation of 5 pre-apprentices over the grant period not per year

A: Each grant opportunity goal reflects the grant's period of performance.

Q: What happens if articulation is not successful despite best efforts?

A: This is a difficult question to answer, as it depends heavily on individual circumstances, but our Apprenticeship/Pre-Apprenticeship representatives will work with the sponsor alongside the grant manager to help set the best and most realistic program goals for a successful project.

Q: Can you explain leveraged funds?

A: These are funds that the grantee has already secured, and we do not track leveraged funds.