Schools-To-Work Round 6
Questions & Answers
Questions period: 11.07.2025 through 11.24.2025

Link to NGA:
https://www.pa.gov/agencies/dli/programs-services/workforce-development-home/grant-opportunities.html

Governor Shapiro's Ten-Year Strategic Plan for Economic Development:
Governor Shapiro's Ten-Year Strategic Plan for Economic Development

2018 Act 158.pdf:
2018 Act 158.pdf

Grants Services Resource Account:
RA-LI-BWDA-GS@pa.gov

L&Is Grants webpage:
www.dli.pa.gov/Grants

Apprenticeship & Training Office link to Pre-Apprenticeship Information:
PA CareerLink® | Registered Apprenticeship | Resources for Registered Apprenticeship Programs

Questions have been paraphrased.

1. On p. 11 of the NGA, under the Project Design and Management Plan evaluation criteria, point F states "Describes a clear strategy that creates equitable access to services. Applicants must describe the targeted population(s) to be served and methods of recruitment." With so much being said about not referencing anything about DEI, we have stopped using words such as the above sentence. Can you clarify what the department's stance is relative to DEI? That is, what type of language we are allowed to use.
The department has no restrictions on language used in describing the groups to be targeted with this program. As stated in the NGA, applicants must describe a clear strategy that creates equitable access to services. Applicants must describe the targeted population(s) to be served and methods of recruitment.

2. Where is the SMART template (referred to as Appendix E on p 11 of NGA)? Appendix E in the material packets is the Budget Form and Justification.
Please utilize a SMART method when completing **Appendix H, the Grant Action Plan**. Our apology for any confusion caused by erroneously referencing Appendix E in this section.

3. What are the requirements for partnership; do school partners need to submit a Letters of Support (LOS)? Should their LOS be any different than other LOS we submit? Are there any other requirements for partners?

A Letter of Support is required from your Registered Apprenticeship Sponsor, your Education/School partner, and your local Workforce Development Board. Additional letters may be submitted.

4. What recipient contact and address should we use for the LOS?
   All letters obtained may be addressed to your organization, as they are supporting your project, or they may address them to: Nancy A. Walker, Secretary, PA Department of Labor & Industry, 651 Boas Street, Harrisburg, PA 17121.

5. Is the Medical Assistant category in the HPO list an umbrella for multiple specific roles within that category? Would a training program for Medical Administrative Assistants be eligible within the Medical Assistants category, given that it supports the broader Medical Assistant occupation and prepares students for pathways into healthcare employment and/or post-secondary education??
   As stated in the NGA, proposals must concentrate on developing critical talent pipelines that support Governor Shapiro's Ten-Year Strategic Plan for Economic Development and the Pennsylvania WIOA Combined State Plan, as well as other administration priorities. Priority will be given to programs creating pathways in Pennsylvania's In-Demand occupations that support the following sectors:
   - Agriculture
   - Energy
   - Life Sciences
   - Manufacturing
   - Robotics and Technology
   - Education
   - Healthcare
   - Skilled Trades (Construction Workers, Electrician, HVAC, Steamfitting, Fiber Optics/Telecommunications)

6. Is there a minimum number of students that should be served with the program?
   No.

7. What are the responsibilities of the school partner?
   The school partner will ensure that a successful project aligns with the goals of the Pennsylvania Department of Education (PDE) and assist with coordinating the requirements of Pennsylvania Department of Labor & Industry (L&I) to create career pathways that successfully bridge the gap between high school and employment or post-secondary education via the use of pre-apprenticeships. This coordination includes aligning with Pennsylvania's K-12 and postsecondary education systems, as well as the career and technical education services provided within and across program providers, to build programs that meet the desired results. Therefore, proposals must include a focus on training and educating students from grades nine through twelve while increasing the literacy and math skills needed to fill current and anticipated labor market needs and identify partnerships to support the establishment and continuation of the project.

8. If applicant currently has STW grant but it will be completed by start of STW6 (7/1/2026) is the applicant eligible to apply?
   Only If your closeout packet for your open STW grant has been submitted by the application deadline of 12.22.2025.

9. Are there specific math and literacy assessments to be used?
   Utilize a PDE or PA CareerLink® recognized method as specified in the NGA.

10. Could you please clarify what the math and literacy skills are?
    They should be related to the trade or industry your students will be training for. Conduct research regarding the needs of the targeted industry/ies and requirements for passing entrance exams.

11. Are applicants able to be the sponsors of the apprenticeship program as well as the employers of record, employing and paying the wages of the pre-apprentices?
    Yes.

12. Is this PowerPoint available online to reference while completing the application?
    Yes, it may be viewed in the recording of the Bidder's Conference.

13. When submitting the application, are we asked to upload individual documents or is there a specific portal to enter the information?
    Please refer to the NGA for complete instructions. You will email your documents to the Grants Services Resource Account: RA-LI-BWDA-GS@pa.gov.

14. Is there guidance for payment to pre-apprentices?
    No.

15. Does the program have to be on-going in terms of the timeline for the grant? Could it be running for a few months on and off to match the students' school schedules?
    The schedule may be intermittent.

16. Are summer work experiences eligible?
    Yes, they are eligible.

17. Can a Local Workforce Development Board that currently serves as the fiscal agent for a partner who was awarded a Schools-to-Work grant during a previous round, and the grant is still open, serve as the fiscal agent on a Schools-to-Work Round 6 grant application for another partner?
    No, the Fiscal Agent is the named grantee responsible for receiving, managing, and disbursing grant funds. They are thus the entity with the active Schools-to-Work grant.

18. The guidance mentions pre-apprenticeship sponsors, and I want to ensure we understand whether applicants must hold this designation, or if workforce boards may apply independently, provided that all program criteria are met.

19. For additional clarity, on page six of the NGA, is a pre-apprenticeship program required, or may applicants submit a proposal based solely on work-based learning activities?
The STW6 NGA states that applicants must register a Pre-Apprenticeship program or expand an existing one within six months of the beginning of the Period of Performance.

20. Does round 6 of Schools-to-Work require that your pre-apprenticeship program be registered before you can request reimbursement?
No, with the exception of any OJT expenses for Pre-Apprentices.