



Braiding Funds to Support Registered Apprenticeship



Michigan Works! Annual Conference
Mt. Pleasant, MI
October 3, 2016

Moderator:

Marcia Black-Watson, Michigan Talent Investment Agency

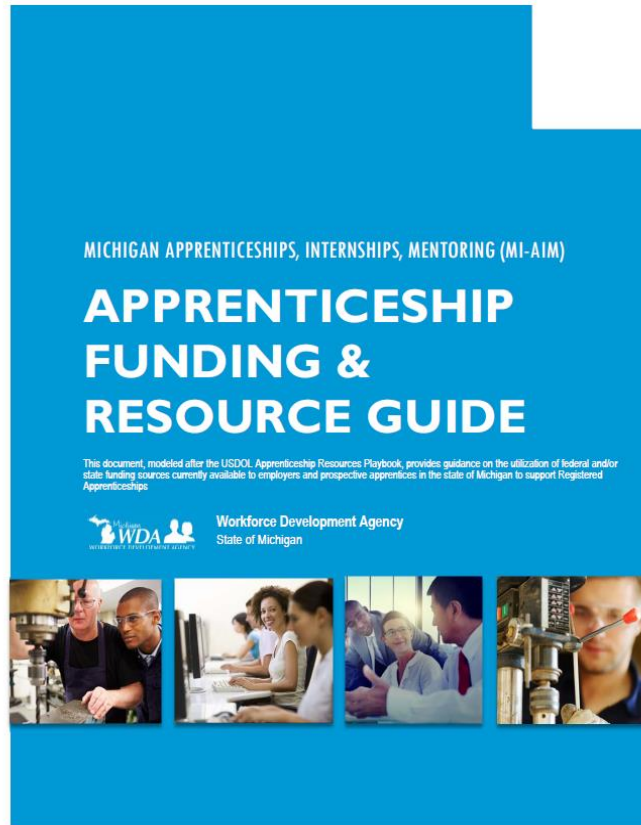
- Funding Sources to Support Registered Apprenticeship
Tammy Flynn, Michigan Talent Investment Agency
- Braiding Funds for Registered Medical Assistant Apprenticeship: An Apprenticeship Program Success Story
Deborah Lyzenga, West Michigan Works!
- Braiding Funds Scenarios
- Questions & Answers

- **MI-AIM (Michigan Apprenticeships, Internships, Mentoring): The Path to Work-based Learning Career Opportunities in Michigan**
- **Provides a comprehensive outreach and communications strategy, resources and technical assistance with the 'aim' of creating more RAs, especially in non-traditional occupations, while promoting additional types of work-based learning**

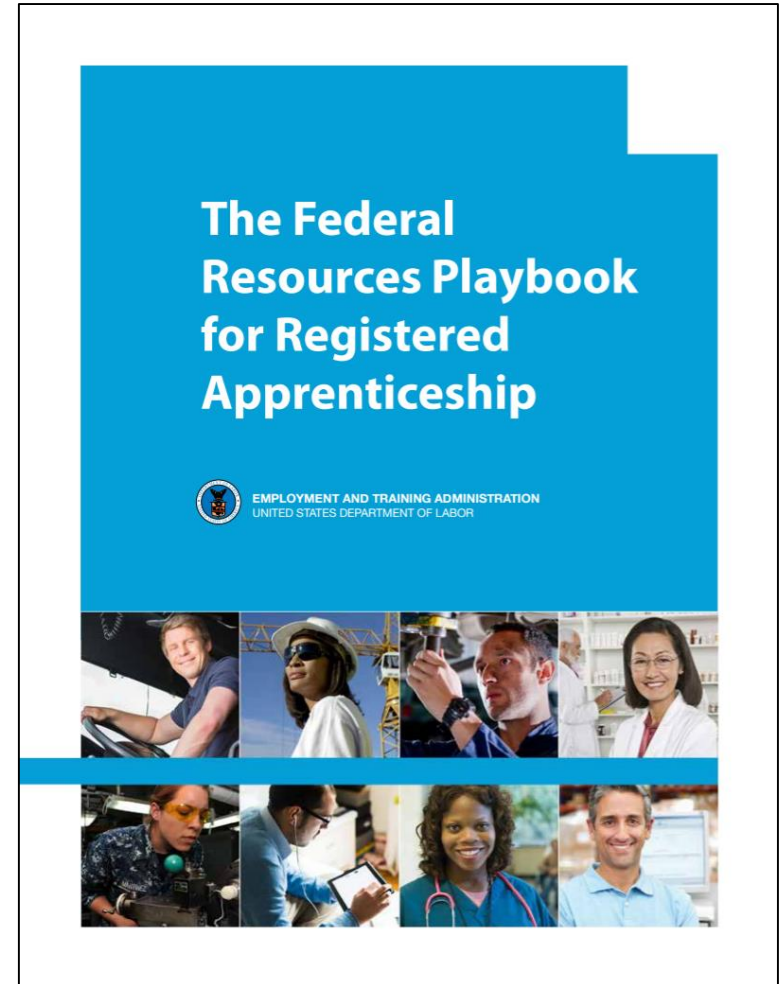
- Michigan Works! Agencies
- Education and Training Providers
- Government Agencies
- Employers
- Industry Associations
- Labor Organizations
- Community-based Organizations



- **Strategy Advisory Group**
 - Michigan Apprenticeship Success Network
- **Promotion & Outreach**
 - *Skilled Trades Campaign Website and Videos*
- **Funding & Resources**
 - *Guide*



www.michigan.gov/documents/wda/Mi_AIM_Apprenticeship_Funding_and_Resources_Guide_501596_7.pdf



www.doleta.gov/oa/federalresources/playbook.pdf

Funding Sources to Support Registered Apprenticeship

Tammy Flynn – Trade Adjustment Assistance Manager

Talent Investment Agency

Workforce Innovation & Opportunity Act (WIOA)

- WIA service categories of core and intensive services are collapsed into “career services” and there is no required sequence of services, enabling job seekers to access training immediately.
- At minimum, an individual must receive either an interview, evaluation, or assessment and career planning or any other method that a determination can be made as to the participant’s eligibility to participate in training.
- WIOA funding is limited to participants that are unable to obtain grant assistance from other sources to pay for training or to those that require assistance beyond that available from other sources.

- Local areas can use funds for proven work-based strategies, including incumbent worker training, Registered Apprenticeship, transitional jobs, on-the-job training, and customized training.
- Work-based training is employer-driven, with the goal of unsubsidized employment after participation in the training. Generally, it involves a commitment by an employer or employers to fully employ participants after they've completed training.
- In order to be eligible to receive workforce funds to support training, the training program must be listed on the State's eligible training provider list or in Michigan, the MiTC.

WIOA Registered Apprenticeship

- Under WIOA, Registered Apprenticeship program sponsors may choose to be listed on Michigan Training Connect (MiTC). <http://mitalent.org/mitc>
- The process is streamlined. Registered Apprenticeships can remain on the MiTC for as long as they are registered with the U.S. Department of Labor or a State Apprenticeship Office (if applicable), or until they want to be removed.
- Depending on the length of the Registered Apprenticeship and State & local On-the-Job Training policies, funds may cover some or all of the Registered Apprenticeship training (both classroom and work-based learning).

MICHIGAN TRAINING CONNECT

As you begin your search for the right training, Michigan Training Connect (MiTC) can assist you in making knowledgeable decisions concerning your professional future and career.



- **Students** can use MiTC to explore career options, set educational goals, and find the training they need to achieve their goals.
- **Parents** can use MiTC to help their children select appropriate education and training programs with a proven track record.
- **Guidance Counselors** can use MiTC to engage students in the career exploration and as an aid in the development of a meaningful written career plan.

WIOA Registered Apprenticeship Adult and Dislocated Worker

<http://www.dol.gov/apprenticeship/toolkit/docs/Desk-Aid-Use-of-Funds.pdf>

WIOA Adult and Dislocated Worker Programs: Use of Funds for Registered Apprenticeship Programs

WIOA SERVICE	SUPPORT FOR APPRENTICESHIP
ASSESSMENT, CAREER PLANNING, AND CASE MANAGEMENT	<ul style="list-style-type: none"> Assessment and career planning can help to identify if a WIOA participant is a good fit for an apprenticeship program. Through case management, local workforce professionals can identify the service strategies and supports necessary to overcome any barriers to entry and completion of an apprenticeship program.
BASIC SKILLS PREPARATION	<ul style="list-style-type: none"> Pre-vocational services, language skills, and job readiness may be provided under WIOA to prepare participants to enter apprenticeship programs.
PRE-APPRENTICESHIP	<ul style="list-style-type: none"> WIOA funds can be used to fund pre-apprenticeship programs that provide basic skills, work experiences, and other support to help participants obtain the skills needed to be placed into an apprenticeship.
TRAINING AND EDUCATION	<ul style="list-style-type: none"> Individual Training Accounts (ITAs) can be used to fund the related classroom instruction component of an apprenticeship program, as long as the apprenticeship program or the education/training provider for the apprenticeship program is on the Eligible Training Provider List (ETPL). Under WIOA, all Registered Apprenticeship program sponsors are automatically eligible to be placed on the ETPL. WIOA participants can use ITA funds to pay for the cost of tuition, as well as fees, books, equipment, and other training-related costs (consistent with the policies for ITAs established by the local workforce board). ITA funds can be used in combination with on-the-job training funds to support WIOA participants in apprenticeship.
ON-THE-JOB TRAINING	<ul style="list-style-type: none"> Under WIOA, on-the-job training (OJT) contracts may be established with employers to support the OJT component of Registered Apprenticeship programs. While employer OJT reimbursement rates were 50% under the Workforce Investment Act, Governors and local boards may choose to provide reimbursement to employers of costs up to 75% of apprentice wage rates under WIOA. OJT may be used with both job seekers and current (incumbent) workers already employed by the business.

WIOA SERVICE

SUPPORT FOR APPRENTICESHIP

CUSTOMIZED TRAINING

- WIOA funds can be used for customized training with the employer paying for a significant portion of the cost of the training, as determined by the local workforce board.
- Customized training can be used to support apprenticeship programs by meeting the special requirements of an employer or a group of employers.
- Customized training may be used for both job seekers and current (incumbent) employees.

INCUMBENT WORKER TRAINING

- Under WIOA, local areas may use up to 20% of their adult and dislocated worker funds, and states may use their statewide activities and rapid response funds, for incumbent worker training. Employers pay a portion of the cost.
- Apprenticeships are a good way to up-skill entry-level employees, retain them, and provide workers with an upward career path. Therefore, incumbent worker training is an effective strategy to support apprenticeship programs.

SUPPORTIVE SERVICES

- To the extent that WIOA funds are available for supportive services, these services, such as transportation or child care, may be used to help WIOA participants who are preparing for apprenticeship programs. They may also help participants once they are enrolled in apprenticeship programs, to ensure retention and full participation in the related classroom instruction.
- Supportive services would most commonly be provided during pre-apprenticeship or at the beginning of an apprenticeship program. Once the apprentice is on the job, he or she will earn a wage and receive incremental wage increases throughout the apprenticeship, reducing the need for supportive services.

FOLLOW-UP SERVICES

- As with all WIOA services, local workforce professionals may provide follow-up services to participants in apprenticeship programs to help ensure successful completion.

WIOA Registered Apprenticeship Youth

<http://www.dol.gov/apprenticeship/toolkit/docs/Desk-Aid-Use-of-Funds.pdf>

#WIOA Youth Program

WIOA Youth Program: Use of Funds for Registered Apprenticeship Programs

WIOA SERVICE	SUPPORT FOR APPRENTICESHIP
ASSESSMENT AND CASE MANAGEMENT	<ul style="list-style-type: none"> Through objective assessment and case management, local workforce professionals can determine if a pre-apprenticeship or apprenticeship program is an appropriate service strategy for a youth participant.
PRE-APPRENTICESHIP	<ul style="list-style-type: none"> Pre-apprenticeship is an identified program element for WIOA youth programs. Pre-apprenticeship programs can include basic skills, integrated instructional models, and other activities designed to prepare youth participants to enter and succeed in apprenticeship programs.
TRAINING AND EDUCATION	<ul style="list-style-type: none"> As part of occupational skills training, WIOA funds can be used to pay for the costs of the related classroom instruction component of apprenticeship programs through Individual Training Accounts (ITAs) for out-of-school youth aged 18-24.
TUTORING	<ul style="list-style-type: none"> Tutoring services can be used in combination with apprenticeship to help youth participants succeed, particularly during pre-apprenticeship or related classroom instruction.
MENTORING	<ul style="list-style-type: none"> Employers sponsoring Registered Apprenticeship programs can mentor WIOA-eligible youth hired as apprentices.
WORK EXPERIENCE	<ul style="list-style-type: none"> Under WIOA, local areas must spend a minimum of 20% of their youth program funds on work experience. On-the-job training can be supported with WIOA youth program funds and can be utilized to support youth participants in apprenticeship programs.
SUPPORTIVE SERVICES	<ul style="list-style-type: none"> To the extent that WIOA funds are available for supportive services, these services, such as transportation, may be used to help WIOA youth participants succeed in apprenticeship training. Supportive services would most commonly be provided during pre-apprenticeship or at the beginning of an apprenticeship program. Once the apprentice is on the job, he or she will earn a wage and receive incremental wage increases throughout the apprenticeship, reducing the need for supportive services.
FOLLOW-UP	<ul style="list-style-type: none"> The 12-month follow-up period in the WIOA youth program can help to ensure participants continue to advance in, and graduate from, their apprenticeship programs.

Trade Adjustment Assistance (TAA)

- Assists US workers who lose their jobs due to foreign trade
- The Workforce Development Agency, State of Michigan is the grant recipient and administers the program on a statewide basis
- TAA Petitions must be filed with USDOL (three workers, Company Official, Union Official, State Official, One-Stop Office)
- If certified based on statutory criteria, workers may apply for benefits at Michigan Works! Agencies



13

- Classroom Training
 - College or vocational courses
 - Covers tuition, fees, books, supplies, equipment, travel

- Employer-Based Training
 - On-the-Job Training
 - Customized Training
 - **Registered Apprenticeships**

TAA Registered Apprenticeships

- Combination of On-the-Job learning and Related Technical Instruction
- Worker must be employed at the start of the Registered Apprenticeship
- TAA funds 100% of:
 - Classroom Training (Related Technical Instruction)
 - Tools
 - Uniforms
 - Equipment
 - Books
 - Mileage Reimbursement
- Funds can be utilized until participant reaches suitable employment or deadline of training
- Current Law = Maximum of 130 Weeks

TAA Registered Apprenticeships

Type of Training	Maximum Week Limit								Training Provided by Employer On-site (Wages)			Classroom Instruction Provided by Training Institution (May be physically located at the training institution or the employer)			Supplies and Equipment		
	2002		2009		2011		2015										
	Training Weeks	TRA	Training Weeks	TRA	Training Weeks	TRA	Training Weeks	TRA	Allowable	Employer Contribution	TAA Funding	Allowable	Employer Contribution	TAA Funding	Allowable	Employer Contribution	TAA Funding
Apprenticeships	104, 130 with Remedial Training	N/A	156	N/A	130	N/A	130	N/A	Yes	100%	0%	Yes	0%	100%	Yes	0%	100 %

Skilled Trades Training Fund Facts

- Began October 1, 2013
- To be used for short-term training needs for employers
- Filling the gap of federal funds

STTF Allowable Training

- Training programs funded by the STTF must:
 - Fill a documented talent need experienced by an eligible business
 - Must lead to full-time permanent employment or continued full-time permanent employment

- Types of training include:
 - Classroom
 - On-site training with wage reimbursement, for individuals to be hired
 - **USDOL Registered Apprenticeships**
 - New apprentices only

STTF Employer Expectations

- Actively involved in planning and designing the training
- Pay wages to trainees that are equal to or greater than the current regional occupational wage for the applicable job title
- Enter into a training agreement with the sponsoring MWA
- Share outcomes and impact stories
- Use www.mitalent.org and the sponsoring MWA to recruit workers to fill current and future openings

STTF Training Duration and Targets

With the exception of Apprenticeships, training should not exceed three months

- Training targets:
 - **\$3,000 Apprenticeships**
 - \$1,500 all other
 - On-site wage reimbursement is paid out on a retention basis

- Businesses are referred to a Business Solutions Professional (BSP)
- BSP conducts fact-finding to determine:
 - If other funds are available to use first
 - If funding streams can be blended to achieve the outcomes for customer(s)
 - If the training request meets the employer's needs
- If STTF is appropriate:
 - An STTF application is completed

Federal Financial Aid

- Funding to pay for college/career training
 - Grants
 - Work-study
 - Loans
 - Scholarships



Federal student aid: fill out *Free Application for Federal Student Aid* (FAFSA®) at fafsa.gov

Federal Financial Aid

How much federal student aid can I get?

- In general, the amount of student aid depends on financial need
- Financial need determined by Expected Family Contribution (EFC) and cost of attendance (COA)
- EFC comes from what you report on FAFSA® (*Free Application for Federal Student Aid*)
- COA is tuition, fees, room and board, transportation, etc.

$\text{COA} - \text{EFC} = \text{financial need}$

Maximum amounts for the major programs for a dependent in 2015-16:

- Federal Pell Grant: \$5,775
- Federal Work-Study: depends on funds available at school
- Direct Subsidized and Unsubsidized Loans: \$5,500 total
- Direct PLUS Loan (for parents): COA minus other aid received

Funds from other programs are available; see StudentAid.gov/needmoney for details.

Braiding Funds **for** **Registered Medical Assistant Apprenticeship**

An Apprenticeship Program Success Story

Deb Lyzenga – Regional Director, Business Solutions Manager

West Michigan Works!

- In August 2015, West Michigan Works! convened multiple healthcare employers and community colleges came together to develop an apprenticeship program for Medical Assistants
- The program was Employer Demand Driven
- Curriculum standards, wage commitment, # of apprenticeships for each employer, and each training provider, and a candidate screening process was negotiated and agreed upon
- West Michigan Works! serves as the intermediary “backbone” agency by:
 - Convening employers and partners
 - Sponsor for the MA Apprenticeship program
 - Employers sign a participation agreement and agree to abide by the standards established for the MA Apprenticeship
- The first cohort began January 2016

MEDICAL ASSISTANT (M.A.) APPRENTICESHIP

Employer Partners:



Educational Partners:



Candidate Screening for Funding Eligibility

- Applications of Interest were submitted to West Michigan Works!
- Candidates attended an Information Session
- Assessment Tests were administered
- Candidates were assigned a Career Coach
- Career Coaches determined pre-eligibility for West Michigan Works! Scholarships (WIOA ITAs)
- Job Readiness Portfolios were created
- Candidates Portfolios were sent to participating employers
- Once offered employment, candidates met with their Career Coach to finalize eligibility and/or apply for all funding sources
 - WIOA eligibility and funding supports were disclosed only after offers of employment were made

Braiding of Funds

Associated Costs

- Community College Program costs
- Uniforms & on-campus parking
- Employee wages while training

Potential Funding Sources

- Employer Tuition Contribution
- Skilled Trade Training Funds
- West Michigan Works! Individual Training Account Scholarships (WIOA)
- FAFSA Pell Grant (Financial Aid)
- Other Grants & Community Resources
- WIOA On-the-Job Training Reimbursement



Braiding of Funds for WIOA Eligible

MI Works! will pay remaining balance of tuition and books after STTF and FAFSA (MCC only) have been deducted.

January 11, 2016

- Employer ---> Makes Payment in the amount of STTF Award (\$3,000) -----> College
- MI Works! ---> Provides Tuition Voucher for Remaining Balance (Less STTF & FAFSA)---> College

April 30, 2016

- College -----> Sends Invoice in amount of STTF Payment -----> MI Works! -----> Reimburses -----> Employer

December 2016

- College -----> Sends Invoice for Remaining Balance of tuition -----> MI Works! -----> Reimburses -----> College



MI WORKS! SCHOLARSHIP

NON-ELIGIBLE: GRCC & MCC

January 11, 2016

- Employer ---> Makes Payment in the amount of STTF Award (\$3,000) -----> College
- MI Works! ---> Provides Tuition Voucher for Remaining Balance (Less STTF & FAFSA)---> College

April 30, 2016

- College -----> Sends Invoice in amount of STTF Payment -----> MI Works! -----> Reimburses -----> Employer

December 2016

- College -----> Sends Invoice for Remaining Balance of tuition -----> MI Works! -----> Reimburses -----> College

- Method of Payment/reimbursements varied by funding source
- Payment/Reimbursement may be received at different times
- Documentation and validation varied by funding sources
- Multiple funding streams can be confusing to understand
- Candidates and employers had to submit multiple applications for funding
- Training provider may need to create multiple invoices

- Benefits to workforce development serving as the intermediary “backbone” agency
- Reduces work required for reporting by employer (however, increases work for backbone agency)
- Flexible funding
- Collaboration
- Allows for program sustainability
- 72% of the MA Apprentice’s tuition was covered by funding

- Communicate up front with the schools
- Allow sufficient time to process through the funding approval process for all funding streams
- Employer should hold apprentice accountable to apply for all funds

Braiding Funds 4 SCENARIOS





- Joe is a head of household with two children and currently makes \$11-12 an hour working 40 hours per week.

What funding source(s) could be used for Joe?

H A N N A H

- Hannah has recently graduated from high school and has no formal post-secondary training as of yet.

What funding source(s) could be used for Hannah?

TERESA

- Teresa is receiving or has exhausted unemployment benefits and is being hired specifically for the MA apprenticeship program.

What funding source(s) could be used for Teresa?



- Mike has a qualifying separation from a TAA-certified company and is being hired specifically for the MA apprenticeship program.

What funding source(s) could be used for Mike?

Questions?



Contact Information

Marcia Black-Watson, Industry Talent Director
Talent Investment Agency
black-watsonm@michigan.gov (517) 241-8221

Tammy Flynn, Trade Adjustment Assistance Manager
Talent Investment Agency
flynnt@michigan.gov (517) 335-4267

Deborah Lyzenga, Regional Director, Business Solutions
West Michigan Works!
dlyzenga@westmiworks.org (616) 336-5148