**PROPOSED WORK PLAN**   
 **Organization Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
   
***Table A: Total Outcome Metrics***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Total Number of Cohorts** |  | **Total Number of Individuals Recruited (all cohorts)** |  | **Total Individuals**  **Enrolled (all cohorts)** |  |
| **Total Individuals**  **Completed (all cohorts)** |  | **Total Individuals**  **Transitioned – Primary Outcome (all cohorts)** |  | **Total Individuals**  **Transitioned – Secondary Outcome (all cohorts)** |  |

*\*Participant numbers in Table A should align with those in Attachment II: Participant Demographic & Outcome Summary*

* **Recruited:** An individual who is interested in the program and has provided their contact   
   information to be contacted for enrollment.
* **Enrolled Participant:** An individual who completes a pre-screen, application, and   
   standardized interview and is offered to attend the program, accepts the offer, and attends   
   training.
* **Completed Participant:** An individual who begins instruction and successfully   
   completes all required modules and assessments to obtain industry-recognized   
   certifications and credentials.
* **Primary Outcome Transitioned Participant:** A graduate of an Illinois Works Pre-  
   apprenticeship training program who has applied and has been accepted to a DOL   
   registered apprenticeship program OR who has applied and has been placed on a waiting   
   list for a DOL registered apprenticeship program.
* **Secondary Outcome Transitioned Participant:** A graduate of an Illinois Works Pre-  
   apprenticeship training program who chooses not to apply for a DOL registered   
   apprenticeship program and instead is actively participating in an alternate outcome (i.e.   
   registered in a college program or other education/training program, accepted a position   
   with employer, etc.)

***Table B: Instruction Information***

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Curricula Hours** |  | **Length of Training Program (weeks)** |  |
| **Curriculum Offered (TradesFutures MC3, NCCER, ICCB, Other nationally recognized curricula)** |  | **Certifications offered (minimum of TradesFutures MC3, NCCER, ICCB, Other, OSHA-10, First Aid/CPR)** |  |

*\*Total curricula hours and information should align with information provided on Attachment III: Sample Curriculum and Proposed Curriculum*    
 

***Per Cohort Instructions***   
Complete the following tables based on information per cohort. ***Per cohort outcome numbers should sum to the numbers in Table A.***

* **Recruitment**begins with the first planned outreach activity for each cohort and ends the day before the first day of instruction.
* **Instruction Dates** should match the number of programs weeks listed in Table B.
* **Participant Transition** begins immediately after the end date of the program and generally lasts for 2-3 months after the program. All transition dates must be within the grant year (1/1/2024 - 12/31/2024)

\*\* Due to required new grantee onboarding, instruction dates should not begin until mid-March\*\*

\*\*Program Dates for the final cohort must end no later than the Friday, November 1, 2024\*\*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cohort 1** | | | | | | |
| **Individuals Recruited:** | | | | | | |
| **Individuals Enrolled** |  | **Individuals Completed** | | |  | |
| **Individuals Transitioned – Primary Outcome** |  | **Individuals Transitioned – Secondary Outcome** | | |  | |
| **Outcome Metric** | | | **Start Date** | **End Date** | |
| **Recruitment** | | |  |  | |
| **Instruction Dates** | | |  |  | |
| **Participant Transition** | | |  |  | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cohort 2** | | | | | | |
| **Individuals Recruited:** | | | | | | |
| **Individuals**   **Enrolled** |  | **Individuals**   **Completed** | | |  | |
| **Individuals Transitioned – Primary Outcome** |  | **Individuals Transitioned – Secondary Outcome** | | |  | |
| **Outcome Metric** | | | **Start Date** | **End Date** | |
| **Recruitment** | | |  |  | |
| **Instruction Dates** | | |  |  | |
| **Participant Transition** | | |  |  | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cohort 3** | | | | | | |
| **Individuals Recruited:** | | | | | | |
| **Individuals**   **Enrolled** |  | **Individuals**   **Completed** | | |  | |
| **Individuals Transitioned – Primary Outcome** |  | **Individuals Transitioned   - Secondary Outcome** | | |  | |
| **Outcome Metric** | | | **Start Date** | **End Date** | |
| **Recruitment** | | |  |  | |
| **Instruction Dates** | | |  |  | |
| **Participant Transition** | | |  |  | |