



Illinois
Department of Commerce
& Economic Opportunity

Department of Commerce & Economic Opportunity (DCEO)

Illinois Works Jobs Program

Meeting Starts In: **10:00**





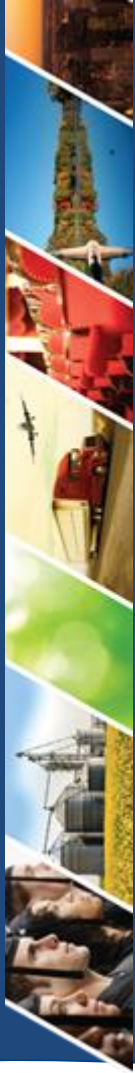
Illinois
Department of Commerce
& Economic Opportunity

Department of Commerce & Economic Opportunity (DCEO)

Illinois Works Jobs Program

Illinois Works Bidder's Conference







ILW Pre-Apprenticeship Team



- Dr. Norman Ruano, Deputy Director of Illinois Works
- Mr. Dan Martinez, Financial Grant Manager
- Ms. Monica Pruitt, Grant Manager
- Mr. Edwin Sanchez, Grant Manager
- Ms. Sharihanha Fulce, Grant Manager
- Ms. Sue Ridings, Monitoring Grant Manager
- Dr. Jeffery Doolittle, Instructional Designer & Program Coach
- Dr. Carleta Alston, Instructional Designer & Program Coach
- Ms. Olivia Meisenbach, Technical Writer
- Dr. Gia Suggs, Professional Development Lead, Training Analyst, & Program Coach





Course Overview



Illinois Works was created as a result of Governor Pritzker's historic \$45 billion capital plan and his commitment to expanding equity in the Illinois' construction workforce. This exciting new initiative will create opportunities for Illinois businesses, communities, and families.

During this course you will be provided with information, resources, and support to help you successfully respond to the Illinois Works NOFO and create a strong program proposal.



Course Objectives

By the end of this training, you will be able to:

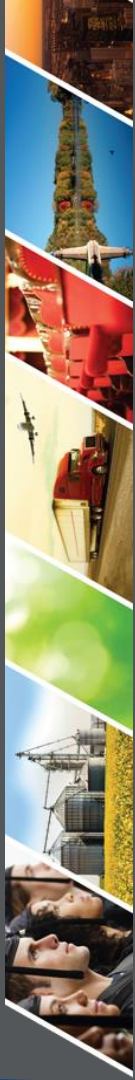
- Articulate the mission of DCEO.
- Describe the relationship between DCEO and Illinois Works.
- Describe the three key programs implemented as a result of the Illinois Works Job Program Act.
- Describe the role of GATA in the NOFO process.
- Access information available from the Illinois Works Pre-Apprenticeship NOFO 2025 website.
- Successfully fill out the materials necessary to complete the Illinois Works Pre-Apprenticeship NOFO application.
- Access Illinois Works Pre-Apprenticeship NOFO resources.





This Session is Being Recorded





CEO.ILWorks@Illinois.Gov



Section 2: Welcome & Introduction

By the end of this section, you will be able to:

- Use the Webex features and functions to fully participate in the training.
- Identify what you hope to learn from this training.





Webex Tutorial

The screenshot shows a Webex meeting window with a 2x3 grid of participants. A dashed blue line connects the 'Meeting info' tab to a 'Feature Planning Meeting' sidebar on the left. The sidebar includes the host's name (Clarissa Smith), buttons for 'Copy meeting link' and 'Invite and remind', and tabs for 'General' and 'Security'. The 'General' tab shows a meeting link and MTID. The bottom toolbar contains buttons for 'Mute', 'Stop video', 'Share', 'Record', and a group of icons for chat, emojis, and groups. Red arrows point to the 'Mute' button, the 'Stop video' button, the 'Record' button, and the 'Groups' icon.

Webex Meeting info Show menu bar 12:40 Layout

Feature Planning Meeting
Host: Clarissa Smith
Copy meeting link Invite and remind
General Security
Meeting link
<https://example.webex.com/go/f.php?MTID=md2baae7e4b0f5be8496394427fae7>

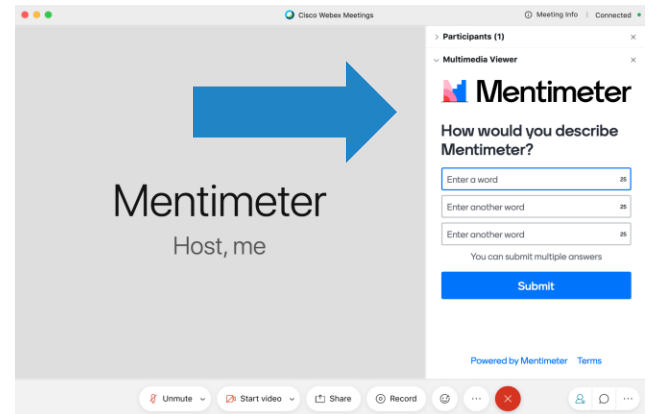
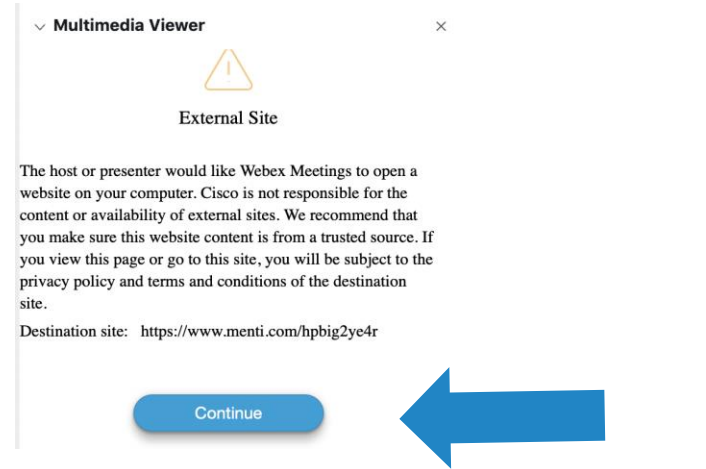
Mute Stop video Share Record Chat Emojis Groups

- Mute/Unmute
- Stop/Start Video
- Raise Hand
- Emojis
- Chat
- Groups



Mentimeter

- ▶ On the right-hand of your Webex screen click the blue **Continue** button.
- ▶ Once you click the button the Mentimeter app will show in the Multimedia viewer.





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- Your Name
- Organization/Agency
- Role
- Geographic Location





Question:

“What do you hope to get out of today's bidder's conference?”





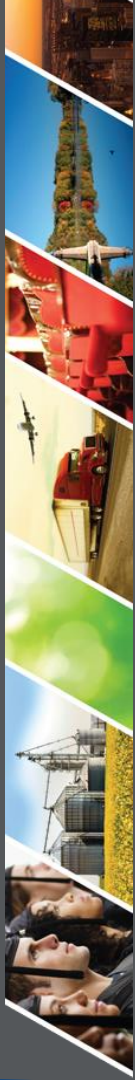
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Comments, feedback, or questions?

Email us at:

CEO.IllinoisWorks@Illinois.Gov



CEO.ILWorks@Illinois.Gov



Section 3: Illinois Works Overview



By the end of this section, you will be able to:

- Describe the role of Governor Pritzker's historic \$45 billion capital plan in the creation of Illinois Works.
- Explain the role of the Illinois General Assembly regarding the Illinois Works Jobs Program Act.
- Articulate the mission of DCEO.
- Describe the innovative Illinois Works workforce development model.
- Access the Illinois Works Job Act Website



Section 3: Illinois Works Overview

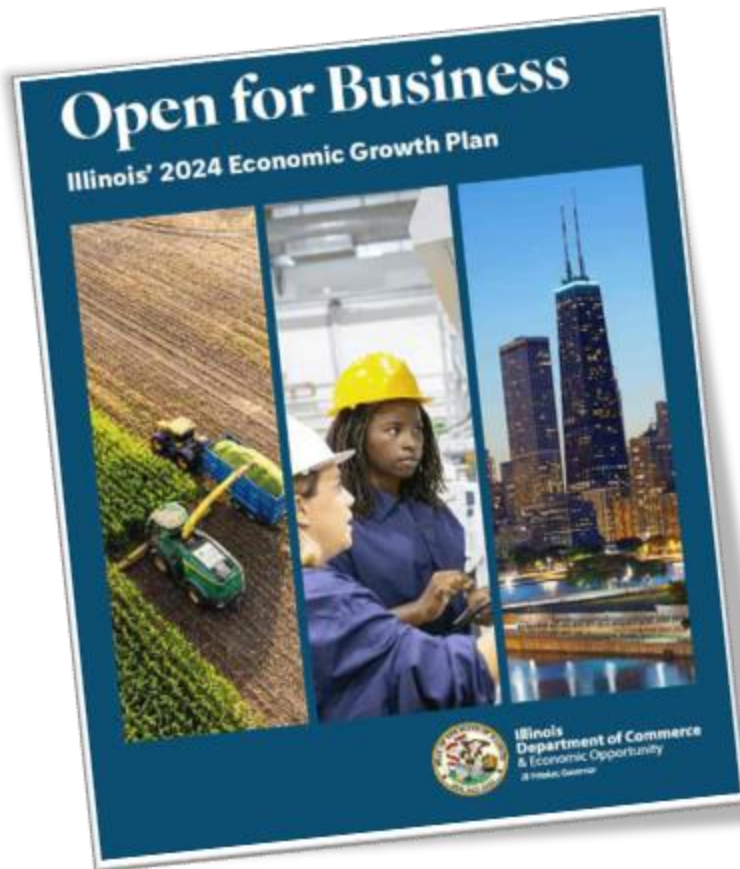


By the end of this section, you will be able to:

- Identify the relevant data that evidenced of the need for Illinois Works.
- Summarize the role of each of the Illinois Works three key programs, including the Apprenticeship Initiative, the Pre-Apprenticeship Program and the Bid Credit Program.
- Summarize the role of the Illinois Works Career Center.
- Identify the Illinois Works goals.



Illinois
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Department of Commerce & Economic Opportunity



The Office of Illinois Works



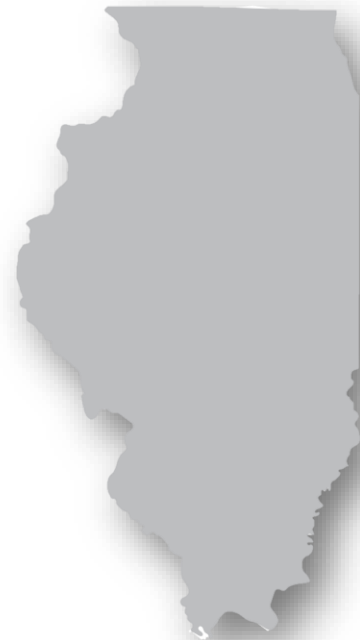
Illinois Works Jobs Program Act



The **Illinois Works Jobs Program Act** is a statewide initiative to ensure that all Illinois residents have access to state capital projects and careers, including in the construction industry and building trades.

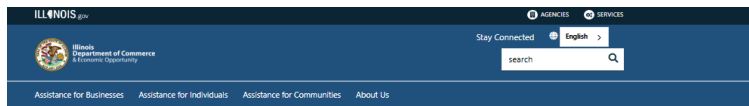
The **goal** is to provide contracting and employment opportunities to historically underrepresented populations in the construction industry.

This effort specifically targets **women, people of color, and veterans**.





Illinois Department of Commerce & Economic Opportunity ~ Website



DCEO > ABOUT US

ABOUT US

[Accountability for the Investment of Public Funds ...](#)

[Contact Us](#)

[DCEO Leadership](#)

[Employment Opportunities](#)

[Equal Opportunity](#)

[Events and Public Notices](#)

[FOIA Requests](#)

[Grant Opportunities](#)

[Illinois Corporate Accountability](#)

[Legislation and Reporting](#)

[News](#)

[Why Illinois?](#)

About Us

The mission of the Illinois Department of Commerce and Economic Opportunity (DCEO) is to create equitable economic opportunities across the State of Illinois. By attracting and supporting major job creators, investing in communities, strengthening Illinois' world-class workforce, fostering innovation, and ushering in the new clean energy economy, DCEO works to fortify Illinois' reputation as a global economic powerhouse while ensuring Illinois is the best state to live, work and do business.

DCEO delivers impactful programs and services through the following offices:

• **Accountability**

The Office of Accountability (OA) enhances integrity, transparency and accountability across the Department of Commerce and Economic Opportunity's programs. [The Grant Help Desk](#), within the Office of Accountability, provides valuable resources, training and guidance to entities who are interested in the Department's grant opportunities.

• **Broadband Development**

The Office of Broadband (OBB) is responsible for administering broadband infrastructure grant programs. These programs include Connect IL and the federal Broadband Equity, Access, and Deployment (BEAD) program. From infrastructure to utilization, public funding to private deployment, the office strives to be a useful resource to individual consumers, local communities, various state agencies, and broadband providers alike. OBB seeks to make meaningful connections through thoughtful public-private partnerships, innovative cross-sector collaboration, and increased efficiency within state agency and across all levels of government.

• **Business Development**

The Office of Business Development (OBD) provides free and confidential services to companies seeking to locate or expand in Illinois. The primary focus of this office is to retain and create jobs in Illinois and spur capital investment by working with existing businesses and new businesses making expansion and location decisions. OBD administers a portfolio of tax incentives, grants, and programs to help companies develop, redevelop, expand, locate, and relocate in Illinois, and works closely with other DCEO offices and economic development partners like Intersect Illinois, DCEO's business attraction and marketing partner.

• **Communication & Information**

DCEO's fast-paced Communications (COMM) team aims to advance DCEO's mission by raising awareness about key initiatives through communications and media strategies. The team communicates complicated topics to mass audiences via press release and social media channels, high-profile events with the Governor and other key stakeholders, and statements and interviews with DCEO leadership and the media.

• **Human Resources**

The DCEO Office of Human Resources (HR) manages all aspects of the employee lifecycle, including recruiting, onboarding, training & development, payroll, benefit administration, leaves of absence, employee relations and offboarding.

• **Illinois Works**

The Office of Illinois Works (OIW), through its three main programs (Illinois Works Apprenticeship Initiative, Illinois Works Construction Pre-apprenticeship Program, and Illinois Works Bid Credit Program), sets out to expand equity in Illinois' construction workforce. The Illinois Works team aims to provide a career pathway for members of historically underrepresented communities and promote construction as a viable job industry for women, Veterans, and people of color. OIW aims to supply the construction industry with a skilled workforce for generations to come.

• **Information Management**

The Office of Information Management (OIM) is staffed in partnership with the Department of Innovation and Technology (DOIT), a peer state agency. OIM is leading a digital transformation toward an enterprise approach to technology at DCEO to gain efficiencies and improve service delivery to the residents of Illinois. This transformation is resulting in improved security and data protection, fewer redundant systems, and more efficient technology spending. DOIT/OIM's customer-centric approach improves access to agency services by leveraging modern technologies.

• **Internal Audit**

The Office of Internal Audit (OIA) is responsible for providing independent and objective auditing and advisory services to DCEO. These audits help determine the adequacy of DCEO internal controls while ensuring compliance with State and Federal requirements. OIA also supports DCEO by making recommendations which help ensure regulatory compliance and reduce operating costs while increasing efficiency and operational effectiveness.

• **Legislative Affairs**

DCEO's Office of Legislative Affairs (OLA) leads legislative advocacy on behalf of DCEO: drafting, filing, and moving legislation and communicating the Department's position on legislation filed by external stakeholders. The Office of Legislative Affairs is also the key interface and liaison for members of the Illinois General Assembly and assists with constituent issues raised by various elected officials.

• **Management Operations**

The Office of Management Operations (MO) is responsible for many agency-wide functions such as mail and shipping, office supplies, print shop requests, record retention, building maintenance, telecommunications, and IT related equipment. Management Operations also reviews and approves all travel requests and manages the agency motor pool fleet.

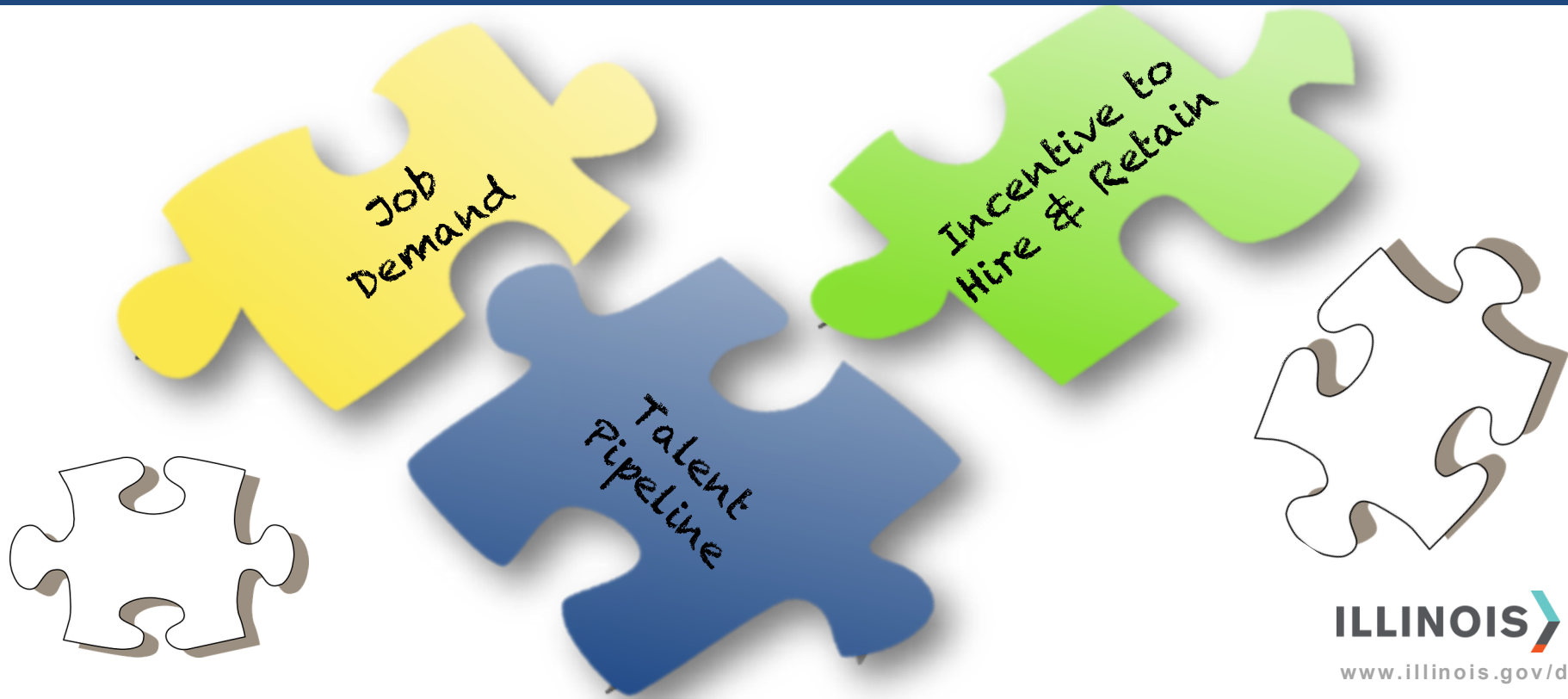
• **Policy Development, Planning & Research**

The Office of Policy Development, Planning, and Research (PDP) conducts research, develops policies, and collaborates with other DCEO offices and stakeholders to ensure programs align with the state's economic priorities and community needs. PDP manages the Illinois Economic Growth Plan, determining long-term strategies for economic development. Additionally, PDP acts as an incubator for new programs, designing and piloting new initiatives.





Illinois Works ~ Unique and Innovative Model





The DCEO Office of Illinois Works, with the support and partnerships of communities, building trades, and the construction industry, will deliver three key programs:



Illinois Works Apprenticeship
Initiative



Illinois Works Pre-Apprenticeship
Program



Illinois Works Bid Credit Program



Illinois Works Jobs Program

12%



The intent of these key programs is to expand apprenticeship opportunities, with a targeted focus on underrepresented populations.

An expansion of apprenticeship opportunities will help boost employment and wages for more Illinois residents. It will also yield significant benefits for our economy at large since the construction sector is projected to grow 12% in the next ten years.

US Department of Labor 2024 RAPIDS Data

| Population | U.S. Population | Illinois Population | 2019 Construction/ Trade Apprentices | 2021 Construction/ Trade Apprentices | 2023 Construction/ Trade Apprentices | Grant Year 2023 ILW Pre- Apprenticeship Program | Grant Year 2024 ILW Pre- Apprenticeship Program |
|---|--------------------|------------------------|---|---|---|--|--|
| Women | 50.8% | 50.9% | 4% | 5% | 5% | 24.8% | 23.9% |
| African American | 13.4% | 14.6% | 9% | 9% | 8% | 61% | 51.3% |
| Hispanic/Latino | 18.5% | 17.5% | 18% | 17% | 25% | 18% | 23.3% |
| American Indian/Native Alaskan | 1.3% | 0.6% | 1% | 1% | N/A | .8% | .7% |
| Asians | 5.9% | 2.9% | <1% | .7% | 1% | .5% | .5% |
| Veterans | 7% | 5.7% | 7% | 7.1% | 6% | .7% | 1.5% |





The DCEO Office of Illinois Works, three key programs:



Illinois Works Apprenticeship
Initiative



Illinois Works Pre-Apprenticeship
Program

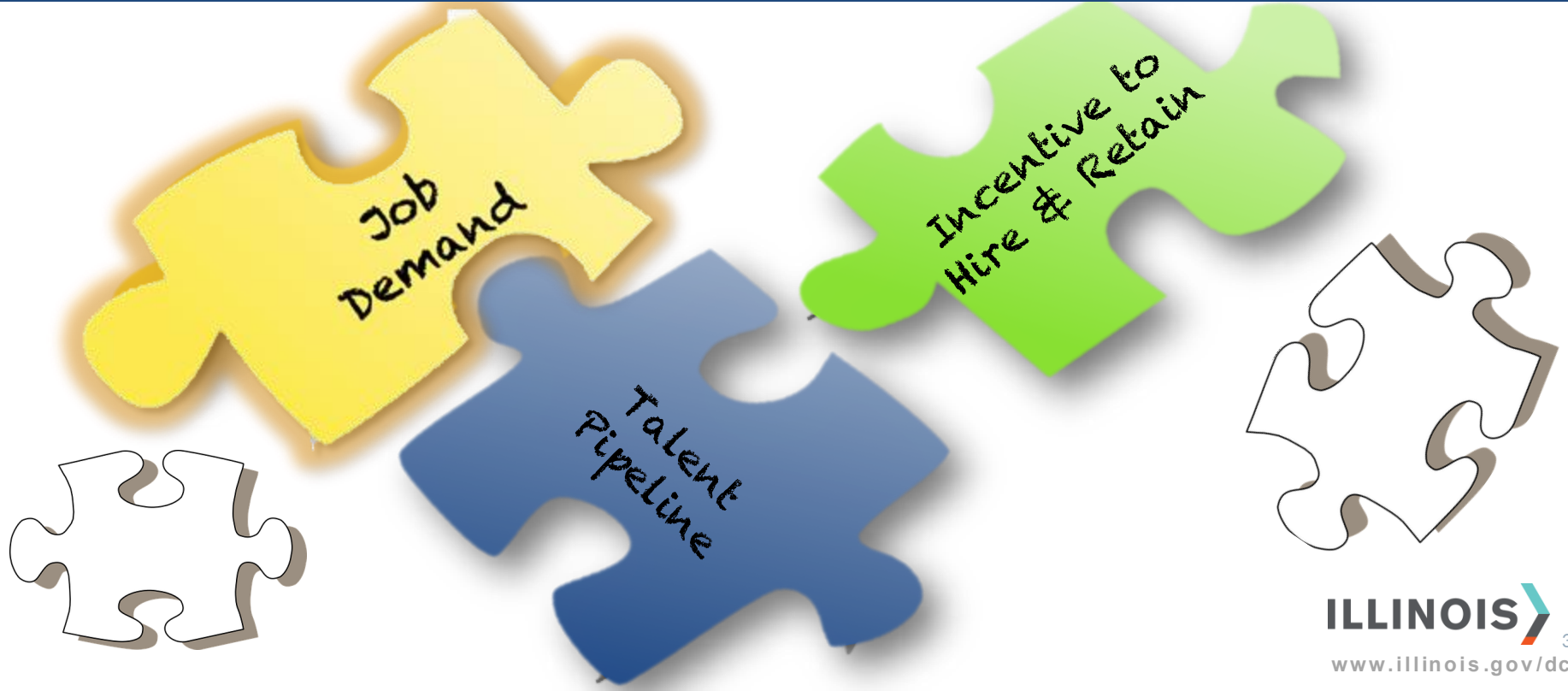


Illinois Works Bid Credit Program





Illinois Works Apprenticeship Initiative – Job Demand





ILW Apprenticeship Initiative Summary

For applicable projects, the goal is for the U.S. Department of Labor certified apprentices (not limited to pre-apprentice program graduates) to perform: 10% of total labor hours actually worked in each prevailing wage category or 10% of the estimated labor hours in each prevailing wage category, whichever is less.

In summary, the goal is for US Department of Labor certified apprentices (not limited to pre-apprentice program graduates) to perform:

- 10% of total labor hours actually worked in each prevailing wage category or
- 10% of the estimated labor hours in each prevailing wage category, whichever is less

By having an established goal, contractors generally find themselves in need to hire more apprentices, resulting in higher demand for apprentices.



Apprenticeship Initiative



- The Apprenticeship Initiative launched in June of 2020 and is presently overseeing the implementation of over **800 Projects** worth over **\$8 billion**.
- A couple of years ago, we launched a new compliance management platform that allowed us to transition from a manual quarterly reporting system to a real reporting system that utilizes Smartsheet technology.





The DCEO Office of Illinois Works, three key programs:



Illinois Works Apprenticeship
Initiative



Illinois Works Pre-Apprenticeship
Program



Illinois Works Bid Credit Program





Illinois Works Pre-Apprenticeship Program – Talent Pipeline





Illinois Works Pre-Apprenticeship Program

In summary, the program provides:

- **Pre-apprenticeship skills training** through a network of community-based organizations (community colleges, faith-based organizations, and business associations, among others).
- **Preference to underrepresented populations** that have historically encountered barriers to entry or advancement in public works trades, including minorities, women and veterans.
- **Free Tuition and a stipend to** participants who attend the program.
- **A comprehensive array of supportive services** delivered to help address systemic barriers which prevent underrepresented populations from entering the construction industry.
- **Generous funding at an average of \$11,000 per participant. ILW has a \$25 million annual appropriation to fund our grantees.**







37 Grantees

 Average award of
\$501,439.02

➤ \$20.5 million investment

 Serving approximately
1,800 Illinois Residents

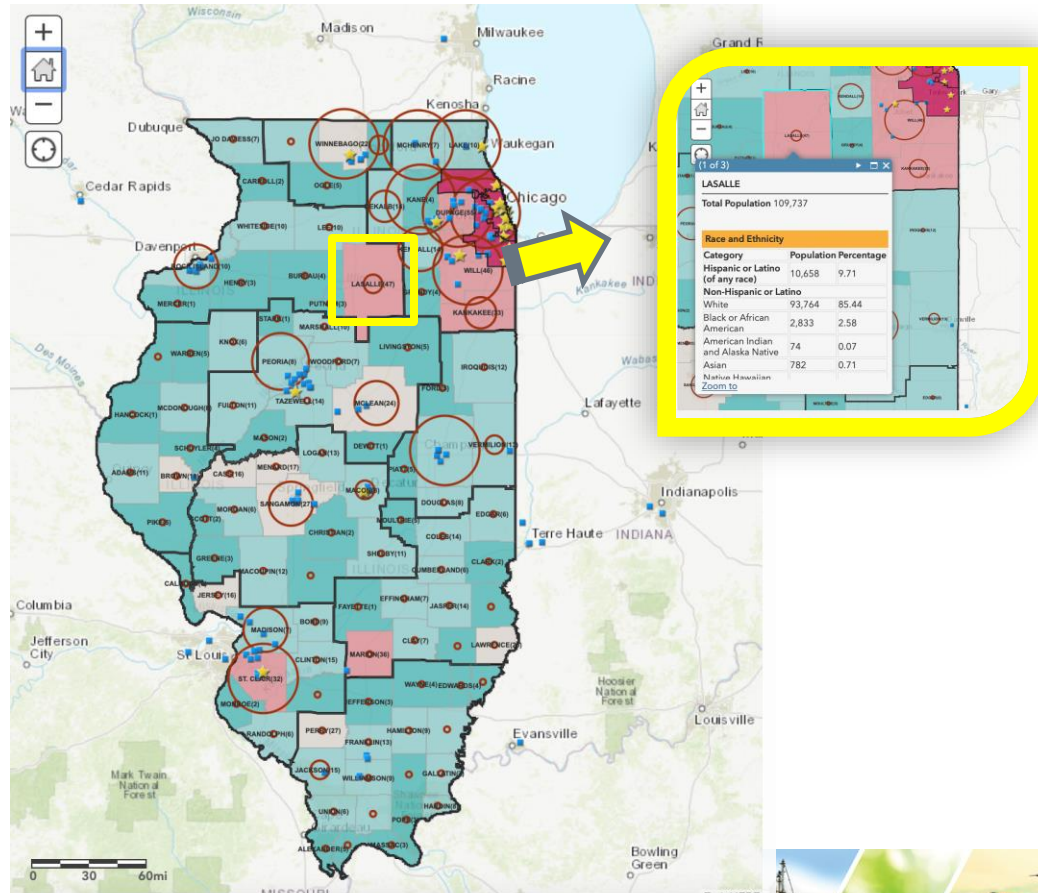


Current Enrollment Per Underrepresented Group

| Population | U.S. Population | Illinois Population | 2019 Construction/ Trade Apprentices | 2021 Construction/ Trade Apprentices | 2023 Construction/ Trade Apprentices | Grant Year 2023 ILW Pre-Apprenticeship Program | Grant Year 2024 ILW Pre-Apprenticeship Program |
|---------------------------------------|-----------------|---------------------|--------------------------------------|--------------------------------------|--------------------------------------|--|--|
| Women | 50.8% | 50.9% | 4% | 5% | 5% | 24.8% | 23.9% |
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| Asians | 5.9% | 2.9% | <1% | .7% | 1% | .5% | .5% |
| Veterans | 7% | 5.7% | 7% | 7.1% | 6% | .7% | 1.5% |



ILW Heat Map





The DCEO Office of Illinois Works, three key programs:



Illinois Works Apprenticeship
Initiative



Illinois Works Pre-Apprenticeship
Program

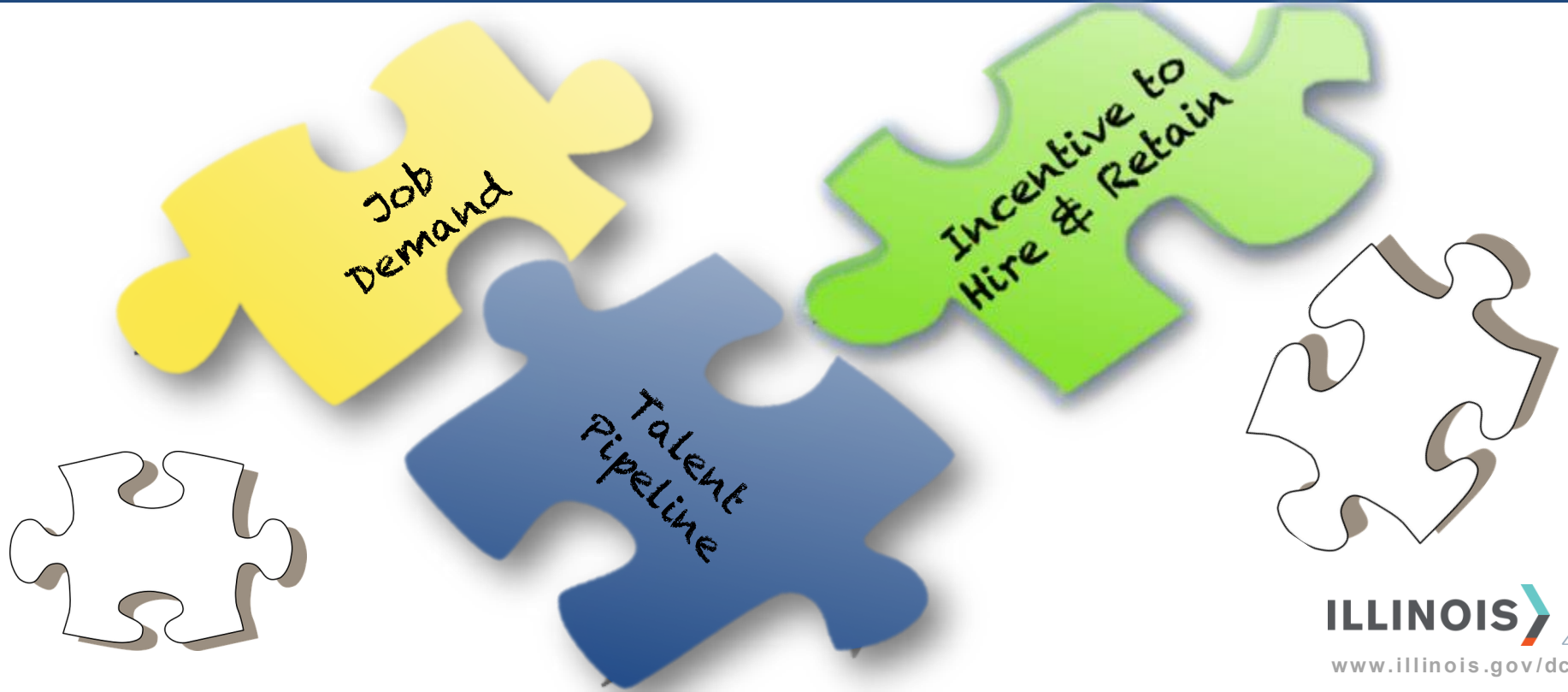


Illinois Works Bid Credit Program





Illinois Works Bid Credit Program – Incentive to Hire & Retain






Illinois Works Bid Credit Program



The **Illinois Works Bid Credit Program** incentivizes contractors to hire and retain a diverse pool of candidates. It allows contractors and subcontractors to earn bid credits by employing apprentices who have completed the Illinois Works Pre-apprenticeship Program. Bid credits can be used toward future bids for public works projects contracted by the State of Illinois or an agency of the state.

Illinois Works Bid Credit Program Summary

In summary, the program provides:

- 
- **The Illinois Works Bid Credit Program allows contractors and subcontractors** to earn bid credits for use toward future bids for public works projects contracted by the state or an agency of the state.
 - **Bid credits can only be earned** for employing apprentices who have completed the Illinois Works Pre-apprenticeship Program, but they can be earned for any project the graduate works.
 - DCEO establishes the bid credit earning rates for all prevailing wage construction trades. This rate will be reviewed and revised annually.
 - There is no maximum bid credits that can be earned by contractors and/or subcontractors and no limit to the number of ILW Pre-apprenticeship graduates they can hire. **The Illinois Works Bid Credit Bank** is administered by DCEO as the mechanism for tracking the bid credits.
 - Bid credits can be pooled between multiple contractors and/or subcontractors for a single capital funded projects but there is a maximum allowable bid credit amount for each project based on the estimated project cost.



Bid Credit Tracking System



Illinois Works Career Services





Illinois Works Career Services

Illinois Works recently launched the Career Services Team, designed specifically to:

- Build relationships with DOL RAPs.
- Directly connect employers and graduates through job matching.
- Create and provide customized lists of graduates.
- Provide long-term transition support to graduates.

The main goal of Illinois Works is to increase the number of Illinois Works pre-apprentices gaining employment and entry into the DOL RAPs of their choice.




Connecting to Illinois Works Graduates – Job Matching

- The **Illinois Works Career Service Team** facilitates job matching. This highly effective team works hard to ensure a seamless and efficient process.
- Contractors only need to submit a **job order** through the **Illinois Works Employer Form** and specify their employment needs.
- This user-friendly form allows the Illinois Works Career Services Team to send a list of Illinois Works graduates that match their job requirements.
- The job order form is also used by contractors to provide follow-up information about the graduates they might have screened or hired from the list they received.





Career Pathways Management Platform

- 
- The Career Pathways Management Platform (CPMP) allows each of the three key Illinois Works programs (the Apprenticeship Initiative, the Pre-Apprenticeship Program, and the Bid Credit Program) to input and access critical data, enabling them to achieve their Illinois Works goals.
 - This new database tracks Illinois Works Pre-Apprenticeship Program graduates and allows companies to review their resumes for hire.





Illinois Works Program Goals:

- Provide a career pathway for residents in disadvantaged communities.
- Provide eligible apprentices with the skills for lifelong job security.
- Promote construction as a viable job industry for women and minority communities.
- Provide the construction industry with a consistent skilled workforce for generations to come.
- Create new partnerships between state agencies and community organizations.



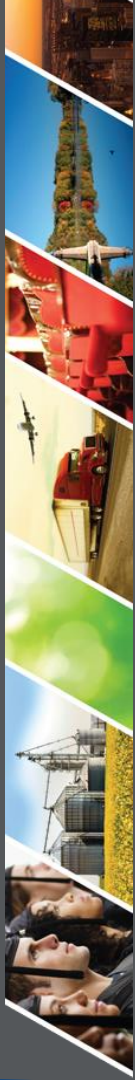


Information Sessions

For comments, feedback, or questions email the Office of Illinois Works at CEO.ILWorks@illinois.gov.



| Date | Time | Topic | Registration/Resources |
|-----------|------------------|-------------------------|------------------------------|
| 8/12/2025 | 9:30am - 12:30pm | Intro to ILW | Registration |
| 8/14/2025 | 9:30am - 11:30am | GATA | Registration |
| 8/19/2025 | 9:30am - 12:30pm | Bidders Conference | Registration |
| 8/21/2025 | 9:30am - 12:30pm | Developing Partnerships | Registration |
| 8/26/2025 | 9:30am - 12:30pm | Performance-Based Model | Registration |



CEO.ILWorks@Illinois.Gov



Section 4: GATA Eligibility



By the end of this section, you will be able to:

- Describe the role of GATA in the NOFO process.
- Access the GATA Pre-qualification website.
- Register for the GATA Pre-qualification recorded session.



DCEO Notice of Funding Opportunity – Release Summary



State of Illinois Uniform Notice of Funding Opportunity (NOFO)
Summary Information

| | |
|---------------------------------------|--|
| Awarding Agency Name | Commerce And Econ Opp |
| Agency Contact | Norman Ruano (Norman.Ruano@illinois.gov) |
| Announcement Type | Initial |
| Type of Assistance Instrument | Grant |
| Funding Opportunity Number | FY26-1 |
| Funding Opportunity Title | Illinois Works Pre-apprenticeship Program |
| CSFA Number | 420-30-2614 |
| CSFA Popular Name | Illinois Works Pre-apprenticeship Program |
| Anticipated Number of Awards | 25 |
| Estimated Total Program Funding | \$12,000,000 |
| Award Range | \$150000 - \$550000 |
| Source of Funding | State |
| Cost Sharing or Matching Requirements | No |
| Indirect Costs Allowed | Yes |
| Restrictions on Indirect Costs | No |
| Posted Date | 08/01/2025 |
| Application Date Range | 08/01/2025 - 09/01/2025 : 5:00 PM |
| Grant Application Link | Please select the entire address below and paste it into the browser: https://dceo.illinois.gov/aboutdceo/grantopportunities/2614-3122.html |
| Technical Assistance Session | Offered : Yes Mandatory : No Date : 08/12/2025 : 9:30 AM Registration link : https://www.illinoisworknet.com/illinoispreapprenticeshipinfo2025 |



NOFO Goal



The **goal** of the Illinois Works Pre-apprenticeship Program NOFO is to provide grants to community-based organizations (including accredited public colleges or universities) or coalitions throughout the State that will recruit, prescreen, and provide pre-apprenticeship skills training.

Successful grantees will be expected to provide pathways and manage the transition from the pre-apprenticeship program to a full DOL-registered apprenticeship program (the Primary Goal of the Illinois Works) in construction and the building program (the Primary Goal of the Illinois Works) in construction and the building trades.

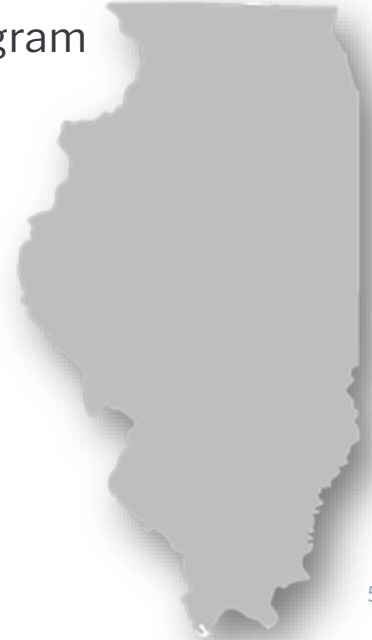


2025 ILW Grantees



Presently, the Illinois Works Pre-Apprenticeship Program funds 36 programs located throughout the State of Illinois that represent five different models:

- School districts
- Small and medium non-profit
- Large non-profit
- Community colleges
- Business associations





NOFO Focus

The 2025 NOFO is focused on awarding grants in geographic areas where the Office of Illinois Works does not presently have pre-apprenticeship programs, with the goal of increasing the representation of underrepresented groups that presently are not served or underserved populations specifically Asians, Veterans, and Women.

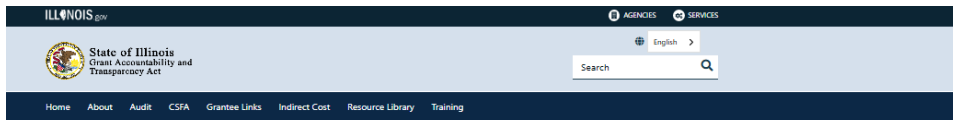
Geographic priority areas include:

- Central Region (Region 1) - Sangamon County
- North Central Region (Region 3) – Peoria County, McClean County
- Northeast Region (Region 4) – DeKalb County, DuPage County, Kane County, Kankakee County, Kendall County, McHenry County, Suburban Cook County, Will County
- Northwest Region (Region 6) – LaSalle County, Rock Island County, Whiteside County
- Southern Region (Region 8) – Jackson County





GATA Pre-qualification ~ Website



Home > Grantee Links

[Grantee Links](#)

[Pre-Award Requirements](#)

[Grantee Portal](#)

[Grantee Portal FAQ](#)

[Centralized Indirect Cost Rate System](#)

Pre-Award Requirements

There are five grantee pre-award requirements:

1. Authentication
2. Grantee Registration
3. Grantee Pre-qualification
4. Fiscal and Administrative Risk Assessment (ICQ)
5. Programmatic Risk Assessment

These grantee pre-award requirements are mandated by Federal Uniform Guidance (2 CFR 200) and the Grant Accountability and Transparency Act (GATA). Grantees must complete these requirements prior to receiving a grant award from the State of Illinois. Please refer to the [Training](#) tab for reference materials. Questions regarding the grantee pre-award requirements should be directed to your state awarding agency.

1. Authentication

The Grantee Portal utilizes the [Illinois.gov Authentication Portal](#). A personal or business email address is required to establish an account. Authentication verifies the relationship between an individual and the organization they represent. Authentication is performed once for each individual associated with a registration. To obtain an account click the "Create a new account" link below the "Sign in" button. For help with the Illinois.gov Authentication Portal please click the "Can't access your account" link below the sign in button.

2. Grantee Registration

All grantees must be registered with the State of Illinois. **Grantee Registration** is completed by browsing to <https://grants.illinois.gov/portal> and associating your Illinois.gov account with your organization. New accounts must enter the organization's information on the Registration screen. Existing accounts must click the "Edit" button next to the organization name on the Main Menu.

3. Grantee Pre-qualification

All entities must be qualified to do business with the State of Illinois. To be qualified for a grant award, an entity must:

- Be registered in the [SAM.gov](#) system and have a valid UEI number assigned;
- Have a current SAM.gov account;
- Not be on the Federal Excluded Parties List;





GATA - Processing Timeframe





GATA – NOFO Applicants



- Complete the prequalification process
- Current GATA standing must be good
- GATA Profile must be maintained
- Must ensure their GATA Portal is cleared







Illinois
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& Economic Opportunity


Grantee Resources – Webpages






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 Illinois
Department of Commerce
& Economic Opportunity

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Assistance for Businesses Assistance for Individuals Assistance for Communities About Us

DCEO > DCEO Grants

DCEO Grants


Apply for Funding

Upcoming Grant Trainings

Video Training & Resources


Contact Us

DCEO Grants




Apply for Funding

Search a current listing of DCEO grant opportunities including application links and information, as well as information on Capital Grants.




Video Training & Resource Library

A collection of training videos from all facets of the grant lifecycle. Enjoy short tutorials on how to navigate the grant process.



Contact DCEO Grant Help Desk

Need assistance with a grant-related question? Click here to contact the DCEO Grant Help Desk.



Upcoming Grant Trainings

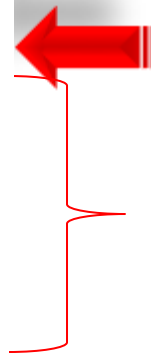
Interested in learning more about the grant process? See the calendar listing of upcoming live training opportunities and sign-up for future grant trainings.



Information Sessions

For comments, feedback, or questions email the Office of Illinois Works at CEO.ILWorks@illinois.gov.

| Date | Time | Topic | Registration/Resources |
|-----------|------------------|-------------------------|------------------------------|
| 8/12/2025 | 9:30am - 12:30pm | Intro to ILW | Registration |
| 8/14/2025 | 9:30am - 11:30am | GATA | Registration |
| 8/19/2025 | 9:30am - 12:30pm | Bidders Conference | Registration |
| 8/21/2025 | 9:30am - 12:30pm | Developing Partnerships | Registration |
| 8/26/2025 | 9:30am - 12:30pm | Performance-Based Model | Registration |





Information Sessions Recordings

Information Sessions

For comments, feedback, or questions email the Office of Illinois Works at CEO.ILWorks@illinois.gov.


| Date | Time | Topic | Registration/Resources |
|-----------|------------------|-------------------------|------------------------------|
| 8/12/2025 | 9:30am - 12:30pm | Intro to ILW | Recording |
| 8/14/2025 | 9:30am - 11:30am | GATA | Registration |
| 8/19/2025 | 9:30am - 12:30pm | Bidders Conference | Registration |
| 8/21/2025 | 9:30am - 12:30pm | Developing Partnerships | Registration |
| 8/26/2025 | 9:30am - 12:30pm | Performance-Based Model | Registration |






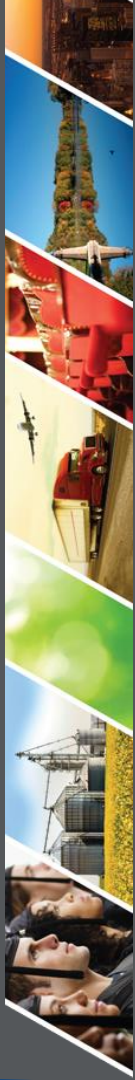
Developing Partnerships Information Sessions

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| Date | Time | Topic | Registration/Resources |
|-----------|------------------|-------------------------|------------------------------|
| 8/12/2025 | 9:30am - 12:30pm | Intro to ILW | Registration |
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| 8/21/2025 | 9:30am - 12:30pm | Developing Partnerships | Registration |
| 8/26/2025 | 9:30am - 12:30pm | Performance-Based Model | Registration |





CEO.ILWorks@Illinois.Gov



Section 5: Illinois Works NOFO Website



By the end of this section, you will be able to:

- Access information about the DCEO Notice of Funding Opportunity (NOFO).
- Describe the available features on the Illinois Works Pre-Apprenticeship 2025 NOFO website.
- Download the Illinois Works Pre-Apprenticeship Program NOFO Materials.



Illinois Works Pre-Apprenticeship NOFO 2025 ~ Website



Funding Information

This grant program is utilizing state funding appropriated by the Illinois General Assembly under *Public Act 103-1006*. Total amount of funding expected to be awarded through this NOFO is up to \$12,000,000. Awards will range from \$150,000 to \$550,000. The Department expects to make up to 25 awards through this NOFO.

Anticipated start date for awards is January 1, 2026.

The period of performance is expected to be January 1, 2026 through December 31, 2026.

The Department will offer an award that provides average funding of \$11,000 per participant.

Submission Details

Application

Applicants must submit a project narrative that describes in detail how the award will be executed. The project narrative should include enough information for DCEO to understand the scope of the project, the budget, including a detailed breakdown of the costs associated with each budget line and any additional necessary detail to enable DCEO to manage the grant agreement activity against planned project performance. The Project Narrative must include evidence of capacity, quality and need as defined in Section E.1.

Due date for application materials is Monday, September 1, 2025 by 5:00pm CST.

For detailed information about the funding opportunity and instruction on how to apply, see the full NOFO, as well as required documents, linked under NOFO Materials.

Notice of Intent to Apply

The Department requests that applicants submit a Notice of Intent to Apply by Friday, August 8th at 5pm (CST). The Notice of Intent to Apply should be a one page document that includes the name of the lead applicant and the regions served. Submitting the Notice of Intent to Apply is optional and will assist the Department in planning the merit review of applications.

These letters will help the Department determine merit reviewer needs.

Award Timeline

Applications are due by **September 1, 2025 at 5:00pm CST.**

Award Timeline

Applications are due by **August 30, 2024 at 5:00pm CST.**

Resources

NOFO References

- 360-Degree Focus on Equity
- Executive Order #3: Action Agenda for Workforce Development and Job Creation
- Illinois Career Pathways Dictionary
- Illinois Department of Labor, 2021 State Construction Minority and Female Building Trades Annual Report
- Illinois Essential Employability Skills Framework
- Illinois Works Pre-apprenticeship Program 2022 Grantee Manual
- Illinois Workforce Innovation Board, Apprenticeship Illinois Committee Quarterly Report June 2021
- The Essentials of a High-Quality Pre-apprenticeship Program, Jobs for the Future, 2019
- United States Department of Labor, Training and Employment Notice 13-12
- United States Department of Labor, Discover Apprenticeship: Earn While You Learn Today
- U.S. Dept of Labor, Registered Apprenticeship Partners Information Database System (RAPIDS)

Resources for Competitive Applications

- Apprenticeship Illinois
- Grant Accountability and Transparency Act
- Illinois Career Pathways Dictionary
- Illinois Works Pre-apprenticeship Program 2022 Grantee Manual
- Regional and Local Workforce Plans
- State of Illinois WIOA ePolicy Portal
- State of Illinois WIOA Unified State Plan
- U.S. Chamber of Commerce Foundation Talent Pipeline Management Initiative
- U.S. Department of Labor, Office of Employment and Training, Office of Apprenticeship
- WIOA Regional/Local Plans by Economic

Information Sessions

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| Date | Time | Topic | Registration/Resources |
|-----------|------------------|-------------------------|------------------------------|
| 8/12/2025 | 9:30am - 12:30pm | Intro to ILW | Registration |
| 8/14/2025 | 9:30am - 11:30am | GATA | Registration |
| 8/19/2025 | 9:30am - 12:30pm | Bidders Conference | Registration |
| 8/21/2025 | 9:30am - 12:30pm | Developing Partnerships | Registration |
| 8/26/2025 | 9:30am - 12:30pm | Performance-Based Model | Registration |



Illinois
Department of Commerce
& Economic Opportunity



Illinois
Department of Commerce
& Economic Opportunity

2025 NOFO Bar



MENU



Login



Sign Up



Search



Español



Partners





NOFO References

- 360-Degree Focus on Equity
- Executive Order #3: Action Agenda for Workforce Development and Job Creation
- Illinois Career Pathways Dictionary
- Illinois Department of Labor, 2021 State Construction Minority and Female Building Trades Annual Report
- Illinois Essential Employability Skills Framework
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- State of Illinois WIOA ePolicy Portal
- State of Illinois WIOA Unified State Plan
- U.S. Chamber of Commerce Foundation Talent Pipeline Management Initiative
- U.S. Department of Labor, Office of Employment and Training, Office of Apprenticeship
- WIOA Regional/Local Plans by Economic Development Region
- Workforce Innovation and Opportunity Act of 2014



Resources on National Best Practices for Pre-Apprenticeship and Apprenticeship Programs

- 2020 Construction Apprenticeship Guidebook (Seattle)
- Broadening the Apprenticeship Pipeline (National Skills Coalition)
- Construction Pre-Apprenticeship Programs (Aspen Institute)
- Construction Pre-Apprenticeship Programs: Results from a National Survey (Aspen Institute)
- Illinois Tollway Construction Works Brochure
- Illinois Tollway Construction Works Online Application Portal
- Illinois Tollway Construction Works Website
- Key Capacities of Construction Pre-Apprenticeship Programs (Aspen Institute)
- Pre-Apprenticeships: Building Strong Apprentices (Workforce GPS)
- Seattle PACT Pre-Apprenticeship Construction Training
- YOUTHBUILD Construction Plus Framework

Resources on National Best Practices for Equity Pre-Apprenticeship and Apprenticeship Programs

- The Roadmap for Racial Equity (National Skills Coalition)
- Principles for a High-Quality Pre-Apprenticeship: A Model to Advance Equity (Center for Law and Social Policy CLASP)
- Collaborative Solutions for Increasing Diversity of Apprenticeship Participants (Workforce GPS)
- Closing the Divide: Making Illinois a Leader in Equitable Apprenticeships (Young Invincibles)
- Growing Equity and Diversity Through Apprenticeship: Business Perspectives (JFF Center for Apprenticeship and Work-based Learning)
- Principles for Equity in Apprenticeship (Center on Wisconsin Strategy)
- Flowchart of Equitable Apprenticeship Models (Young Invincibles and Chicago Jobs Council)

2025 NOFO Resources

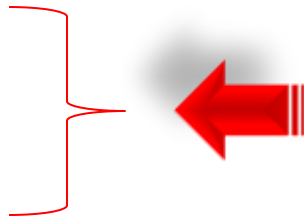




Information Sessions

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| Date | Time | Topic | Registration/Resources |
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| 8/21/2025 | 9:30am - 12:30pm | Developing Partnerships | Registration |
| 8/26/2025 | 9:30am - 12:30pm | Performance-Based Model | Registration |





2025 NOFO Materials

Program Design

The Illinois Works Pre-apprenticeship Program provides grants to community-based organizations (including an accredited public college or university) or coalitions throughout the State that will recruit, prescreen, provide pre-apprenticeship skills training, and transition participants to U.S. Department of Labor (US DOL) Registered Apprenticeship Programs. Successful grantees are expected to provide pathways and manage the transition from the pre-apprenticeship program to a full apprenticeship program in construction and the building trades.

This NOFO will use the definitions established in the Illinois Works Jobs Program Act, including the definitions for "community-based organizations" and "underrepresented populations." It will also use the State of Illinois definition for a pre-apprenticeship program which appears in the [Illinois Career Pathways Dictionary](#). Besides the following definitions and frameworks, additional information and resources are included in the Appendix of this NOFO.

Community-based organization: The Illinois Works Act establishes that "community-based organization" means a nonprofit organization, including an accredited public college or university, selected by the Department to participate in the Illinois Works Pre-apprenticeship Program. To qualify as a "communitybased organization", the organization must demonstrate the following:

- the ability to effectively serve diverse and underrepresented populations, including by providing employment services to such populations;
- knowledge of the construction and building trades;
 - the ability to recruit, prescreen, and provide pre-apprenticeship training to prepare workers for employment in construction and the building trades; and a plan to provide the following: preparatory classes;
 - workplace readiness skills, such as resume preparation and interviewing techniques;
 - strategies for overcoming barriers to entry and completion of an apprenticeship program; and
 - any prerequisites for acceptance into an apprenticeship program.

FAQs

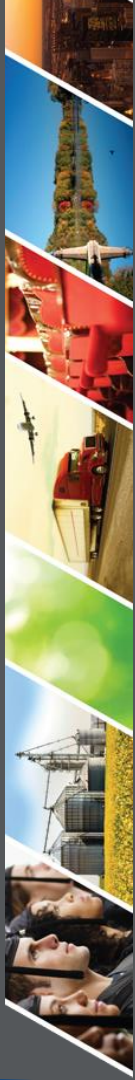


Frequently Asked Questions (FAQs) - forthcoming

NOFO Materials

- [Illinois Works Pre-Apprenticeship NOFO](#)
- [Uniform Application](#)
- [NOFO Supplement Template](#)
- [Budget Template](#)
- [Conflict of Interest Disclosure](#)
- [Mandatory Disclosure](#)
- [Attachment I - Proposed Work Plan](#)
- [Attachment II - Participant Demographics and Outcome Summary](#)
- [Attachment III - Sample Curriculum and Proposed Curriculum](#)
- [Attachment IV - Staffing Plan](#)





CEO.ILWorks@Illinois.Gov



Section 6: NOFO



By the end of this section, you will be able to:

- Access the NOFO materials available on the Illinois Works Pre-Apprenticeship 2025 NOFO website, including the required attachments (I-IV).
- Describe the NOFO eight distinct content sections (A-H).
- Incorporate each of the required program elements into their application.
- List the required materials to submit an application.
- Submit the application by the due date and time.
- Articulate the evaluation criteria.
- Access references and resources.



Illinois Works Pre-Apprenticeship 2025 NOFO Website



Program Design

The Illinois Works Pre-apprenticeship Program provides grants to community-based organizations (including an accredited public college or university) or coalitions throughout the State that will recruit, prescreen, provide pre-apprenticeship skills training, and transition participants to U.S. Department of Labor (US DOL) Registered Apprenticeship Programs. Successful grantees are expected to provide pathways and manage the transition from the pre-apprenticeship program to a full apprenticeship program in construction and the building trades.

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- the ability to effectively serve diverse and underrepresented populations, including by providing employment services to such populations;
- knowledge of the construction and building trades;
- the ability to recruit, prescreen, and provide pre-apprenticeship training to prepare workers for employment in construction and the building trades; and a plan to provide the following: preparatory classes;
- workplace readiness skills, such as resume preparation and interviewing techniques;
- strategies for overcoming barriers to entry and completion of an apprenticeship program; and
- any prerequisites for acceptance into an apprenticeship program.

Funding Information

This grant program is utilizing state funding appropriated by the Illinois General Assembly under Public Act 103-1006. Total amount of funding expected to be awarded through this NOFO is up to \$12,000,000. Awards will range from \$150,000 to \$550,000. The Department expects to make up to 25 awards through this NOFO.

Anticipated start date for awards is January 1, 2026.

The period of performance is expected to be January 1, 2026 through December 31, 2026.

The Department will offer an award that provides average funding of \$11,000 per participant.

FAQs



Frequently Asked Questions (FAQs) -

NOFO Materials

- Illinois Works Pre-Apprenticeship NOFO
- Uniform Application
- NOFO Supplement Template
- Budget Template
- Conflict of Interest Disclosure
- Mandatory Disclosure
- Attachment I - Proposed Work Plan
- Attachment II - Participant Demographics and Outcome Summary
- Attachment III - Sample Curriculum and Proposed Curriculum
- Attachment IV - Staffing Plan

Resources

NOFO References

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- Illinois Career Pathways Dictionary
- Illinois Department of Labor, 2021 State Construction Minority and Female Building Trades Annual Report
- Illinois Essential Employability Skills Framework
- Illinois Works Pre-apprenticeship Program

NOFO Materials

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- Mandatory Disclosure
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- Attachment IV - Staffing Plan





NOFO Materials – Illinois Works Pre-Apprenticeship NOFO



Agency-specific Content for the Notice of Funding Opportunity Illinois Works Pre-apprenticeship Program NOFO ID: 2614-3122

For information about grants please visit: <https://dceo.illinois.gov/economic-development/preapprenticeship.html>

A. Program Description

Notice of Funding Opportunity Interest

The Illinois Department of Commerce and Economic Opportunity (the "Department" or "DCEO") is issuing this Notice of Funding Opportunity ("NOFO") to expand the Illinois Works Pre-apprenticeship Program. The Illinois Works Pre-apprenticeship Program is administered by the Department's Office of Illinois Works.

The goal of the Illinois Works Jobs Program Act (30 ILCS 559/20-10) is to ensure that all Illinois residents have access to State capital projects and careers in the construction industry and building trades, as well as provide contracting and employment opportunities to historically underrepresented populations in the construction industry and the trades. The Illinois Works Pre-apprenticeship NOFO and program is a critical component in the success of the Act, by increasing the number of qualified construction and building trades apprentices who are women, people of color, veterans or from otherwise underrepresented populations (as defined by the Illinois Works Jobs Program Act) and preparing them to enter full apprenticeship programs on their way to careers in construction and the building trades.

This NOFO is focused, although not exclusively, on awarding grants in geographic areas where the Office of Illinois Works does not presently have pre-apprenticeship programs and to increase the representation of underrepresented groups that presently are not served or are underserved by existing programs, including individuals of Asian descent, Veterans, and Women, among others. This NOFO is open to all Economic Development Regions, but the following regions and counties are strongly encouraged to apply:

- Central Region (Region 1) - Sangamon County
- North Central Region (Region 3) - Peoria County, McLean County, Kane County,
- Northeast Region (Region 4) - DeKalb County, DuPage County, Suburban Cook County, Will County, Kankakee County, Kendall County, McHenry County, Suburban Cook County, Whiteside County
- Northwest Region (Region 6) - LaSalle County, Rock Island County, Lawrence County
- Southeast Region (Region 7) - Marion County, Lawrence County
- Southern Region (Region 8) - Jackson County

To see the geographic boundaries of these Economic Development Regions go to:
<https://dceo.illinois.gov/illinoisworks/preapprenticeship.html>

Program Description

The Illinois Works Pre-apprenticeship Program provides grants to community-based organizations (including an accredited public college or university) or coalitions throughout the State that will recruit, prescreen, provide pre-apprenticeship skills training, and transition participants to United States Department of Labor (US DOL) Registered Apprenticeship

- A. Program Description
- B. Funding Information
- C. Eligibility Information
- D. Application and Submission Information
- E. Application Review Information
- F. Award Administration Information
- G. State Awarding Agency Contact(s)
- H. Other Information, if applicable





NOFO Materials – Uniform Application

Program Design

The Illinois Works Pre-apprenticeship Program provides grants to community-based organizations (including an accredited public college or university) or coalitions throughout the State that will recruit, prescreen, provide pre-apprenticeship skills training, and transition participants to U.S. Department of Labor (US DOL) Registered Apprenticeship Programs. Successful grantees are expected to provide pathways and manage the transition from the pre-apprenticeship program to a full apprenticeship program in construction and the building trades.

This NOFO will use the definitions established in the Illinois Works Jobs Program Act, including the definitions for "community-based organizations" and "underrepresented populations." It will also use the State of Illinois definition for a pre-apprenticeship program which appears in the [Illinois Career Pathways Dictionary](#). Besides the following definitions and frameworks, additional information and resources are included in the Appendix of this NOFO.

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- the ability to effectively serve diverse and underrepresented populations, including by providing employment services to such populations;
- knowledge of the construction and building trades;
 - the ability to recruit, prescreen, and provide pre-apprenticeship training to prepare workers for employment in construction and the building trades; and a plan to provide the following: preparatory classes;
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 - strategies for overcoming barriers to entry and completion of an apprenticeship program; and
 - any prerequisites for acceptance into an apprenticeship program.

NOFO Materials

- Illinois Works Pre-Apprenticeship NOFO
- Uniform Application →
- NOFO Supplement Template
- Budget Template
- Conflict of Interest Disclosure
- Mandatory Disclosure
- Attachment I - Proposed Work Plan
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- Attachment III - Sample Curriculum and Proposed Curriculum
- Attachment IV - Staffing Plan



NOFO Materials - Uniform Application



Illinois Department of Commerce & Economic Opportunity
Uniform Application for State Financial Assistance

Agency Completion

1. Type of Submission:
☐ Pre-Application
☒ Application
☐ Changed/Corrected Application

2. Type of Application:
☒ New
☐ Continuation (i.e. Multiple Year Grant)
☐ Revision (Modification to Initial Application)

3. Date/Time Received by State (Completed by State Agency Upon Receipt of Application)

4. Name of Awarding Agency: **Department of Commerce & Economic Opportunity**

5. Catalog of State Financial Assistance (CSFA) Number

6. CSFA Title: ☐ Not Applicable (N/A)

7. Assistance Listing Number #1

8. Assistance Listing Program Title #1

9. Assistance Listing Number #2

10. Assistance Listing Program Title #2

217.782.7500 Springfield | 312.814.7179 Chicago

Applicant Information

11. Funding Opportunity Number

12. Funding Opportunity Title

13. Competition Identification Number ☒ Not Applicable

14. Competition Identification Title

15. Legal Name

16. Common Name (DBA)

17. Employer/Taxpayer Identification Number (EIN, TIN)

18. Organizational DUNS Number (optional)

19. SAMS Unique Entity Identifier (UEI)

20. Business Address:
City
State
County
Zip + 4

21. Applicant's Information:
Department Name

22. Division Name

217.782.7500 Springfield | 312.814.7179 Chicago

Applicant's Name and Contact Information for This Application

23. First Name

24. Last Name

25. Suffix

26. Title

27. Organizational Affiliation

28. Telephone Number

29. Fax Number

30. Email Address

Applicant's Name and Contact Information for Office Matters Involving This Application

31. First Name

32. Last Name

33. Suffix

34. Title

35. Organizational Affiliation

36. Telephone Number

37. Fax Number

38. Email Address

Areas Affected

39. Areas Affected by the Project (cities, counties, state-wide)

40. Legislative and Congressional Districts of Applicant

41. Legislative and Congressional Districts of Program/Project

217.782.7500 Springfield | 312.814.7179 Chicago

Applicant's Program/Project

42. Descriptive Title of Program/Project

43. Proposed Program/Project Term: Start Date: End Date:

44. Estimated Funding (include all that apply):
Amount Requested from the State Applicant
Contribution (e.g. in kind, matching)
Local Contribution
Other Sources of Contribution
Program Income
Total Program/Project Amount (calculated): \$ 0.00

Applicant Certification:
By signing this application, I certify (1) to the statements contained in the list of certifications* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances* and agree to comply with any resulting terms. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001)
(*) The list of certification and assurances, or a NOFO was not required for the award; the state agency will specify required assurances and certifications as an addendum to the application.
☐ I agree

Authorized Representative

45. First Name

46. Last Name

47. Suffix

48. Title

49. Telephone Number

50. Fax Number

51. Email Address

52. Signature of Authorized Representative

53. Date Signed

217.782.7500 Springfield | 312.814.7179 Chicago | www.illinois.gov/dco

Save as PDF



NOFO Materials – NOFO Supplement Template

Program Design

The Illinois Works Pre-apprenticeship Program provides grants to community-based organizations (including an accredited public college or university) or coalitions throughout the State that will recruit, prescreen, provide pre-apprenticeship skills training, and transition participants to U.S. Department of Labor (US DOL) Registered Apprenticeship Programs. Successful grantees are expected to provide pathways and manage the transition from the pre-apprenticeship program to a full apprenticeship program in construction and the building trades.

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NOFO Materials

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- Uniform Application
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- Budget Template
- Conflict of Interest Disclosure
- Mandatory Disclosure
- Attachment I - Proposed Work Plan
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- Attachment IV - Staffing Plan



Illinois
Department of Commerce
& Economic Opportunity

NOFO Materials – Supplement Template

| State of Illinois Uniform Notice of Funding Opportunity Summary Information | |
|--|--|
| Awarding Agency Name | Commerce And Econ Opp |
| Agency Contact | Norman Ruano (Norman.Ruano@illinois.gov) |
| Announcement Type | Initial |
| Type of Assistance Instrument | Grant |
| Funding Opportunity Number | FY26-1 |
| Funding Opportunity Title | Illinois Works Pre-apprenticeship Program |
| CSFA Number | 420-30-2614 |
| CSFA Popular Name | Illinois Works Pre-apprenticeship Program |
| Anticipated Number of Awards | 25 |
| Estimated Total Program Funding | \$12,000,000 |
| Award Range | \$150000 - \$550000 |
| Source of Funding | State |
| Cost Sharing or Matching Requirements | No |
| Indirect Costs Allowed | Yes |
| Restrictions on Indirect Costs | No |
| Posted Date | 08/01/2025 |
| Application Date Range | 08/01/2025 - 09/01/2025 : 5:00 PM |
| Grant Application Link | Please select the entire address below and paste it in https://dceo.illinois.gov/aboutdceo/grantopportunities/ |
| Technical Assistance Session | Offered : Yes Mandatory : No Date : 08/12/2025 : 9:30 AM Registration link : https://www.illinoisworknet.com/illworkspreapprenticeshipinfo2025 |

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Underrepresentation defines "Underrepresented groups are those historically have been excluded from the Department of Education's apprenticeship programs in the American (university) and approximately 2022). Based on underrepresentation

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Agency-specific Content for the Notice of Funding Opportunity
Illinois Works Pre-apprenticeship Program
NOFO ID: 2614-3122
For information about grants please visit: <https://ilworks.org>

A. Program Description

Notice of Funding Opportunity Interest
The Illinois Department of Transportation

The Illinois Department of Commerce and Economic Opportunity (the "Department" or "DCEO") is issuing this Notice of Funding Opportunity ("NOFO") to expand the Illinois Works Pre-apprenticeship Program. The Illinois Works Pre-apprenticeship Program is administered by the Department's Office of Illinois Works.

The goal of the Illinois Works Jobs Program Act (30 ILCS 559/20-10) is to ensure that all Illinois residents have access to State capital projects and careers in the construction industry and building trades as well as provide contracting and employment opportunities to historically underrepresented populations in the construction industry and the trades. The Illinois Works Pre-apprenticeship MOU and program is a critical component in the success of the Act, by increasing the number of qualified construction and building trades apprentices who are women, people of color, veterans or otherwise underrepresented populations [as defined by the Illinois Works Jobs Program Act] and preparing them to enter full apprenticeship programs on their way to careers in construction and the building trades.

This NOFO is focused, although not exclusively, on awarding grants in geographic areas where the Office of Illinois Works does not presently have pre-apprenticeship programs and to increase the representation of underserved groups that presently are not served or are under-served, by existing programs including individuals of Asian descent, Veterans, and Women, among others. This NOFO is open to all Economic Development Regions, but the following regions and counties are strongly encouraged to apply:

- Central Region

- Central Region (Region 1) – Sangamon County
- North Central Region (Region 3) – Peoria County, McLean County
- Northeast Region (Region 4) – DeKalb County, DuPage County, Kane County, Kankakee County, Kendall County, McHenry County, Suburban Cook County, Will County
- Northwest Region (Region 6) – LaSalle County, Rock Island County, Whiteside County
- Southeast Region (Region 7) – Marion County, Lawrence County
- Southern Region (Region 8) – Jackson County

To see the geographic boundaries of these Economic Development Regions go to:
<https://dceo.illinois.gov/illinoisworks/preapprenticeship.html>

Program Description

The Illinois Works Pre-apprenticeship Program provides grants to community-based organizations (including an accredited public college or university) or coalitions throughout the State that will recruit, prescreen, provide pre-apprenticeship skills training, and transition participants to United States Department of Labor (US DOL) Registered Apprenticeship





NOFO Materials – Budget Template

Program Design

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NOFO Materials – Budget Template



| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S |
|----|--|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 3 | This form is used to apply to individual State of Illinois discretionary grant programs. Applicants should submit budgets based upon the total estimated costs for the project including all funding sources. Pay attention to applicable program specific instructions, if attached. The applicant organization should refer to 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" cited within these instructions. | | | | | | | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | | | | | | | | |
| 5 | You must consult with your Business Office prior to submitting this form for any award restrictions, limitations or requirements when filling out the narrative and Uniform Budget Template. | | | | | | | | | | | | | | | | | | |
| 6 | | | | | | | | | | | | | | | | | | | |
| 7 | <u>Section A – Budget Summary</u> | | | | | | | | | | | | | | | | | | |
| 8 | <u>STATE OF ILLINOIS FUNDS</u> | | | | | | | | | | | | | | | | | | |
| 9 | All applicants must complete Section A and provide a break-down by the applicable budget categories shown in lines 1-17. Please read all instructions before completing form. | | | | | | | | | | | | | | | | | | |
| 10 | STATE OF ILLINOIS GRANT FUNDS | | | | | | | | | | | | | | | | | | |
| 11 | Provide a total requested State of Illinois Grant amount for each year in the Revenue portion of Section A. The amount entered in Line (a) will equal the total amount budgeted on Line 18 of Section A. | | | | | | | | | | | | | | | | | | |
| 12 | BUDGET SUMMARY – STATE OF ILLINOIS FUNDS | | | | | | | | | | | | | | | | | | |
| 13 | All applicants must complete Section A and provide a break-down by the applicable budget categories shown in lines 1-17. | | | | | | | | | | | | | | | | | | |
| 14 | Line 18: Show the total budget request for each fiscal year for which funding is requested. | | | | | | | | | | | | | | | | | | |
| 15 | | | | | | | | | | | | | | | | | | | |
| 16 | <i>Please use detail worksheet and narrative section for further descriptions and explanations of budgetary line items</i> | | | | | | | | | | | | | | | | | | |
| 17 | | | | | | | | | | | | | | | | | | | |
| 18 | Section A (continued) Indirect Cost Information: <i>(This information should be completed by the applicant's Business Office).</i> If the applicant is requesting reimbursement for indirect costs on line 17, the applicant's Business Office must select one of the options listed on the Indirect Cost Information page under Section-A Indirect Cost Information (1-4). | | | | | | | | | | | | | | | | | | |
| 19 | | | | | | | | | | | | | | | | | | | |
| 20 | Option (1): The applicant has a Negotiated Indirect Cost Rate Agreement (NICRA) that was approved by the Federal government. A copy of this agreement must be provided to the State of Illinois' Indirect Cost Unit for review and documentation. This NICRA will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations. <i>If this option is selected by the applicant, basic information is required for completion of this section. See bottom of "Section-A Indirect Cost Information"</i> | | | | | | | | | | | | | | | | | | |
| 21 | | | | | | | | | | | | | | | | | | | |
| | <div>< > <u>General Instructions</u> Section A ICI Section B Certification Personnel Fringe Benefits Travel Equipment Supplies Cont ... + : ◀ ▶</div> | | | | | | | | | | | | | | | | | | |





NOFO Materials – Conflict-of-Interest Disclosure

Program Design

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- [Mandatory Disclosure](#)
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NOFO Materials – Conflict-of-Interest Disclosure



Conflict of Interest Disclosure

Award applicants and recipients of awards from the State of Illinois (collectively referred to herein as "Grantee") must disclose in writing to the awarding State agency any actual or potential conflict of interest that could affect the State award for which the Grantee has applied or has received. See 30 ILCS 708/35; 44 Ill. Admin Code § 7000.40(b)(3); 2 CFR § 200.112. A conflict of interest exists if an organization's officers, directors, agents, employees and/or their spouses or immediate family members use their position(s) for a purpose that is, or gives the appearance of, being motivated by a desire for a personal gain, financial or nonfinancial, whether direct or indirect, for themselves or others, particularly those with whom they have a family business or other close associations. In addition, the following conflict of interest standards apply to governmental and non-governmental entities.

Definitions:

Governmental Entity. If the Grantee is a governmental entity, no officer or employee of the Grantee, member of its governing body or any other public official of the locality in which the award objectives will be carried out shall participate in any decision relating to a State award which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or which affects the personal interest of a spouse or immediate family member, or has any financial interest, direct or indirect, in the work to be performed under the State award.

Non-governmental Entity. If the Grantee is a non-governmental entity, no officer or employee of the Grantee shall participate in any decision relating to a State award which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or which affects the personal interest of a spouse or immediate family member, or has any financial interest, direct or indirect, in the work to be performed under the State award.

The Grantee shall also establish safeguards, evidenced by policies, rules and/or bylaws, to prohibit employees or officers of Grantee from engaging in actions, which create or which appear to create a conflict of interest as described herein.

The Grantee has a continuing duty to immediately notify the Department of Commerce and Economic Opportunity (the "Department") in writing of any actual or potential conflict of interest, as well as any actions that create or which appear to create a conflict of interest.

Are there any current potential conflict(s) of interest, or any actions that create or which appear to create a conflict of interest, related to the State award for which your organization has applied?

☐ No ☐ Yes

If there are any current potential conflict(s) of interest, or any actions that create or which appear to create a conflict of interest, related to the State award for which your organization has applied, please describe them all here:

Grantee provided information above regarding a current potential conflict of interest or any actions that appear to create a conflict of interest, the Grantee must immediately provide documentation to the awarding State agency. If at any later time, the Grantee becomes aware of any actual or potential conflict of interest, the Grantee must notify the Department's grant manager immediately, and provide the same type of documentation that describes how the conflict situation was or is being resolved.

Documentation should include, but is not limited to, the following: the organization's bylaws; a list of members; board meeting minutes; procedures to safeguard against the appearance of personal gain by officers, directors, agents, and family members; procedures detailing the proper internal controls in place; timesheets documenting time spent on the award; and bid documents supporting the selection of contractor involved in the conflict, if applicable.

I, _____, being duly authorized representative of Grantee, I hereby certify that:

In this document, below, as the duly authorized representative of Grantee, I hereby certify that:

All of the statements in this Conflict of Interest Disclosure form are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001).

If I become aware of any situation that conflicts with any of the representations herein, or that might indicate a potential conflict of interest or create the appearance of a conflict of interest, I or another representative from my organization will immediately notify the Department's grant manager for this award.

I have read and I understand the requirements for the Conflict of Interest Disclosure set forth herein, and I acknowledge that my organization is bound by these requirements.

Organization (Company Name): _____

Signature of Authorized Representative _____ Date _____

Printed Title (Authorized Signator Title): _____

Printed Name: _____





NOFO Materials – Mandatory Disclosure

Program Design

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NOFO Materials – Mandatory Disclosure



Mandatory Disclosure

Award applicants and recipients of awards from the State of Illinois (collectively referred to herein as "Grantee") must disclose, in a timely manner and in writing to the State awarding agency, all violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the award. See 30 ILCS 708/40; 44 Ill. Admin. Code § 7000.40(b)(4); 2 CFR § 200.113. Failure to make the required disclosures may result in remedial action.

Are there any violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the awarding of a grant to your organization? ☐ No ☐ Yes

If there are any violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the awarding of a grant to your organization, please describe them all here:

Grantee has a continuing duty to disclose to the Department of Commerce and Economic Opportunity (the "Department") all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this grant award.

By signing this document, below, as the duly authorized representative of the Grantee, I hereby certify that:

- All of the statements in this Mandatory Disclosure form are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001).
- There is no action, suit or proceeding at law or in equity pending, nor to the best of Grantee's knowledge, threatened, against or affecting the Grantee, before any court or before any governmental or administrative agency, which will have a material adverse effect on the performance required by the grant award.
- Grantee is not currently operating under or subject to any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of the Grantee's knowledge, it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority.
- If Grantee becomes the subject of an action, suit or proceeding at law or in equity that would have a material adverse effect on the performance required by an award, or an investigation by any state or federal regulatory, law enforcement or legal authority, Grantee shall promptly notify the Department in writing.

Grantee Organization (Company Name)

Signature of Authorized Representative

Printed Name (Authorized Signator Name)

Date





NOFO - Attachments

Program Design

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NOFO – Attachments

ATTACHMENT I - PROPOSED WORK PLAN

Organization Name: []

Table A: Total Outcome Summary

| Total Number of Cohorts | Total Individuals Completed (all cohorts) |
|-------------------------|---|
| | |

*Participant numbers in Table A must match Attachment I: Proposed Work Plan

Outcome Summary

- Recruited: An individual information to be completed
- Enrolled Participant: standardized interview training
- Completed Participant: completes all required certifications and credit
- Primary Outcome: Training p registered apprenticeship list for a DOL registered
- Alternative Outcome: Pre-apprenticeship training permanent employment work
- Secondary Outcome: Training p apprenticeship program registered in a college program with an employer in a did

Table B: Instruction Information

| Total Curricula Hours |
|-----------------------|
| |

Curriculum Offered (Trade/Future: MCI, NCER, ICCR, Other nationally recognized curricula)

*Total curricula hours and information Sample Curriculum and Proposed Program

ATTACHMENT II - PARTICIPANT DEMOGRAPHICS & OUTCOME SUMMARY

Organization Name: []

Demographics of Enrolled Participants

Each category (gender, race/ethnicity, age, veteran status) should sum to the total number of individuals enrolled in the program.

| Participant Recruitment & Enrollment | Total Individuals |
|---|-------------------|
| Gender | |
| Female | |
| Male | |
| Gender Non-Consistent | |
| Race/Ethnicity | |
| White, non-Hispanic | |
| Black, non-Hispanic | |
| Hispanic/Latino | |
| Asian | |
| American Indian or Alaska Native | |
| Native Hawaiian or Other Pacific Islander | |
| Two or More | |
| Age | |
| 16-17 | |
| 18-24 | |
| 25-34 | |
| 35+ | |
| Veteran Status | |
| Yes | |
| No | |
| Support Services | |
| Wrap-around support | |
| Student Support | |
| Transition Support | |
| Training Services | |
| Employment | |
| Classroom | |

ATTACHMENT III - SAMPLE CURRICULUM

Organization Name: []

Sample Curriculum:

The sample curriculum is intended to provide to add the curriculum that will be delivered to apprenticeship Program avoid.

Objectives:

1. Prepare students to successfully enter a DO
2. Provide students with industry-recognized

Instructional Hours 183 (Delivery F)

Logistics

Option 1: attend three days a week, 4 hour per

Option 2: attend four days a week, 4 hour per

Pre-requisites:

HS-GED, interest in construction trades up to apprenticeship program entrance requirement

Industry Recognized Certification/Credent:

OSCCER Core Curriculum Certification
OSHA 10-Hour Construction Certification
First Aid CPR Certification

Program Modules:

Module 100 - Introduction to Construction as a Career

Module 101 - Basic Safety

OSHA 10-Hour Certification

First Aid CPR Certification

Module 102 - Introduction to Construction Materials

Module 103 - Introduction to Hand Tools and Equipment

Module 104 - Introduction to Power Tools and Equipment

Module 105 - Introduction to Basic Piping

Module 106 - Introduction to Basic Carpentry

Module 107 - Basic Communication Skills

Module 108 - Basic Employment Skills

Module 109 - Introduction to Materials Handling

Module 110 - Introduction to Materials Handling

Employability Skills (Part 2)

Employability Skills

Test Taking Skills

Work-based Learning/Worksite

ATTACHMENT IV - STAFFING PLAN

Organization Name: []

As part of the Illinois Works Pre-apprenticeship Program, the Office of Illinois Works requires that successful applicants provide staff in each key area (including program administration, outreach and recruitment, intake, wrap-around services (non-academic needs), student support services (academic needs), instruction, transition, and data entry. **These areas can be staffed by full-time or part-time employees of the organization, contractors, sub-contractors, or partner organizations.**

Recruiter, partnership agreements, or MOUs should be attached to this plan for all staff members.

Role definitions:

Please note successful applicants are not required to have these specific role titles; however, all responsibilities within each role must be assigned to a staff member or partner.

Program Administrator - Responsible for program compliance and ensuring that performance metrics are met and required reporting is done, oversees program operations, onboards staff, and monitors performance of other program roles.

Outreach and Recruitment Coordinator (ORC) - Secures a constant flow of leads for the program, conducts pre-screen assessments, ensures program applications are completed, and conducts, along with other team members, standardized interviews.

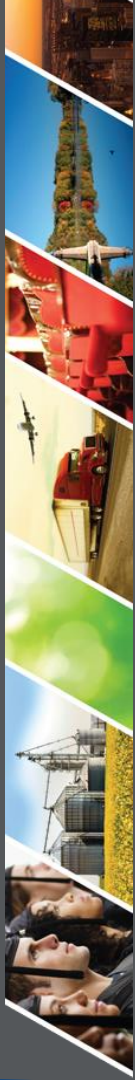
Wrap-around Service Coordinator (WSC) - Responsible for non-academic supports beginning with the pre-screen assessment, during intake. This role will complete the assessment, set up necessary services, and work with the Academic Support Specialist to offer additional supports if participants begin to struggle academically. If needed, the WSC will also source from outside providers and partners other needed support services and refer participants to those services, if needed.

Instructor - Each organization is required to have qualified and dedicated instructors for their program. This does not mean the instructors have to be employees, only that programs have a contract with an individual or partner organization that will be carrying out the training portion of their pre-apprenticeship program. Instructors should provide classroom, hands-on, and workplace training.

Student Support Services Coordinator (SSSC) - Responsible for the academic needs of students, monitoring attendance and academic performance, having make-up sessions or post-assessment reviews, and tutoring.

Transition Services Coordinator (TSC) - This role must be performed by a dedicated staff member (full-time for larger programs and 30-hour or more part-time for smaller programs) responsible for ensuring the Career Assessment and individualized career plans are created in coordination with other program staff including the creation of resumes, and the delivery of career services such as mock interviews, and assistance with completing apprenticeship applications, among others. The TSC also works with employers, DOL-registered apprenticeship programs, and other partners to ensure the timely and successful transition of program graduates. The TSC also conducts the required post-program proactive follow-up of graduates.

Data Entry Coordinator (DEC) - Programs can determine how their program data is entered and reported in the Illinois Works Reporting System (IWRS). This may be completed by a DEC or it may be part of the other



CEO.ILWorks@Illinois.Gov



2025 NOFO Eight Sections

Program Design

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2025 NOFO – Eight Sections



State of Illinois Uniform Notice of Funding Opportunity (NOFO) Summary Information

| | |
|---------------------------------------|--|
| Awarding Agency Name | Commerce And Econ Opp |
| Agency Contact | Norman Ruano (Norman.Ruano@illinois.gov) |
| Announcement Type | Initial |
| Type of Assistance Instrument | Grant |
| Funding Opportunity Number | FY26-1 |
| Funding Opportunity Title | Illinois Works Pre-apprenticeship Program |
| CSFA Number | 420-30-2614 |
| CSFA Popular Name | Illinois Works Pre-apprenticeship Program |
| Anticipated Number of Awards | 25 |
| Estimated Total Program Funding | \$12,000,000 |
| Award Range | \$150000 - \$550000 |
| Source of Funding | State |
| Cost Sharing or Matching Requirements | No |
| Indirect Costs Allowed | Yes |
| Restrictions on Indirect Costs | No |
| Posted Date | 08/01/2025 |
| Application Date Range | 08/01/2025 - 09/01/2025 : 5:00 PM |
| Grant Application Link | Please select the entire address below and paste it into the browser... https://dceo.illinois.gov/aboutdceo/grantopportunities/2614-3122.html |
| Technical Assistance Session | Offered : Yes Mandatory : No Date : 08/12/2025 : 9:30 AM Registration link : https://www.illinoisworknet.com/illworkspreapprenticeshipnofo2025 |

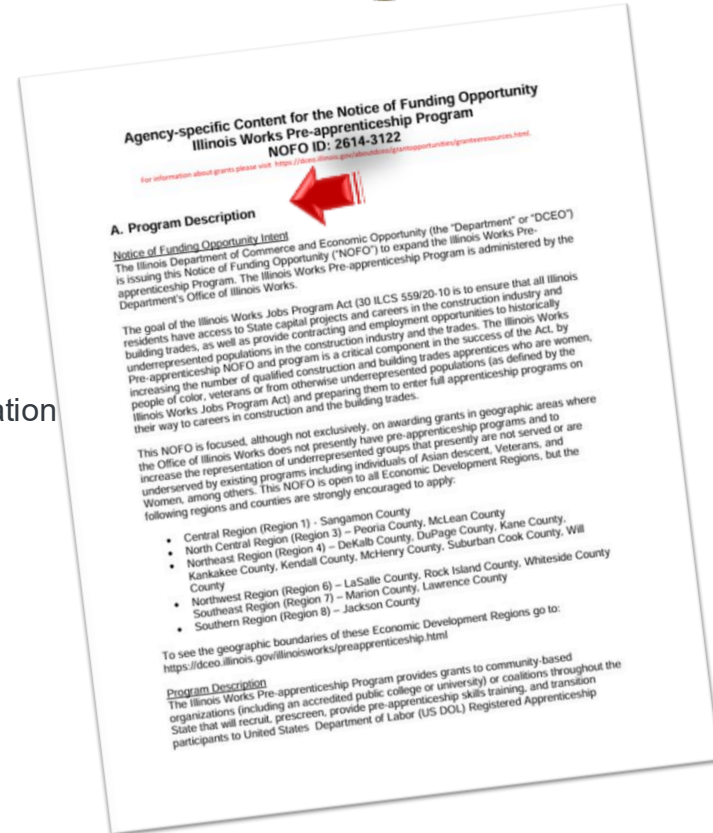
- A. Program Description
- B. Funding Information
- C. Eligibility Information
- D. Application and Submission Information
- E. Application Review Information
- F. Award Administration Information
- G. State Awarding Agency Contact(s)
- H. Other Information, if applicable





A vertical collage of images representing various industries and sectors. From top to bottom, the images are: a group of people in business attire, a red semi-truck, a commercial airplane in flight, a large industrial facility with smokestacks, a large stadium filled with spectators, a suspension bridge over water, and a city skyline at night.

H. Other Information, if applicable





NOFO Goal



The **goal** of the Illinois Works Pre-apprenticeship Program is to provide grants to community-based organizations (including an accredited public college or university) or coalitions throughout the State that will recruit, prescreen, and provide pre- apprenticeship skills training.

Successful grantees will be expected to provide pathways and manage the transition from the pre-apprenticeship program to a full apprenticeship program in construction and the building trades.

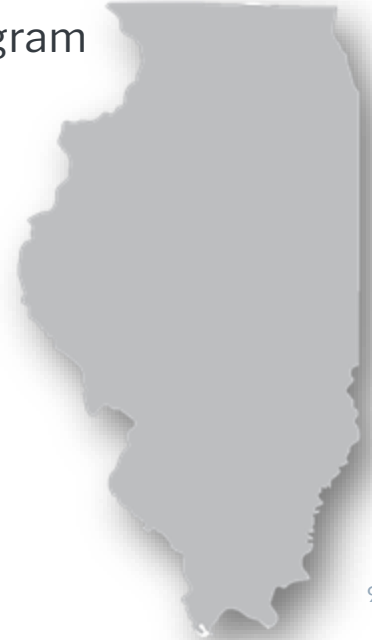


2025 ILW Grantees



Presently, the Illinois Works Pre-Apprenticeship Program funds 37 programs located throughout the State of Illinois that represent five different models:

- School districts
- Small and medium non-profit
- Large non-profit
- Community colleges
- Business associations



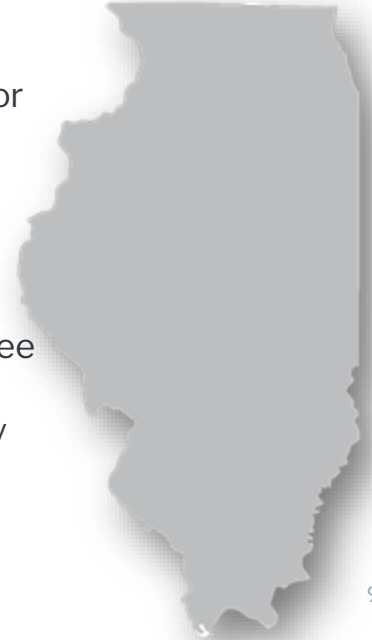


NOFO Focus

The 2025 NOFO is focused on awarding grants in geographic areas where the Office of Illinois Works does not presently have pre-apprenticeship programs, with the goal of increasing the representation of underrepresented groups that presently are not served or underserved populations specifically Asians, Veterans, and Women.

Geographic priority areas include:

- Central Region (Region 1) - Sangamon County
- North Central Region (Region 3) – Peoria County, McClean County
- Northeast Region (Region 4) – DeKalb County, DuPage County, Kane County, Kankakee County, Kendall County, McHenry County, Suburban Cook County, Will County
- Northwest Region (Region 6) – LaSalle County, Rock Island County, Whiteside County
- Southern Region (Region 8) – Jackson County





B. Funding Information



- A. Program Description
- B. Funding Information**
- C. Eligibility Information
- D. Application and Submission Information
- E. Application Review Information
- F. Award Administration Information
- G. State Awarding Agency Contact(s)
- H. Other Information, if applicable





Current NOFO Opportunity



The Department expects to **award up to \$12,000,000 for grants** under this NOFO. Each individual grant should range between \$150,000 to \$550,000, depending on the number of individuals the program projects to serve in a one-year period and the specific needs of their target population.

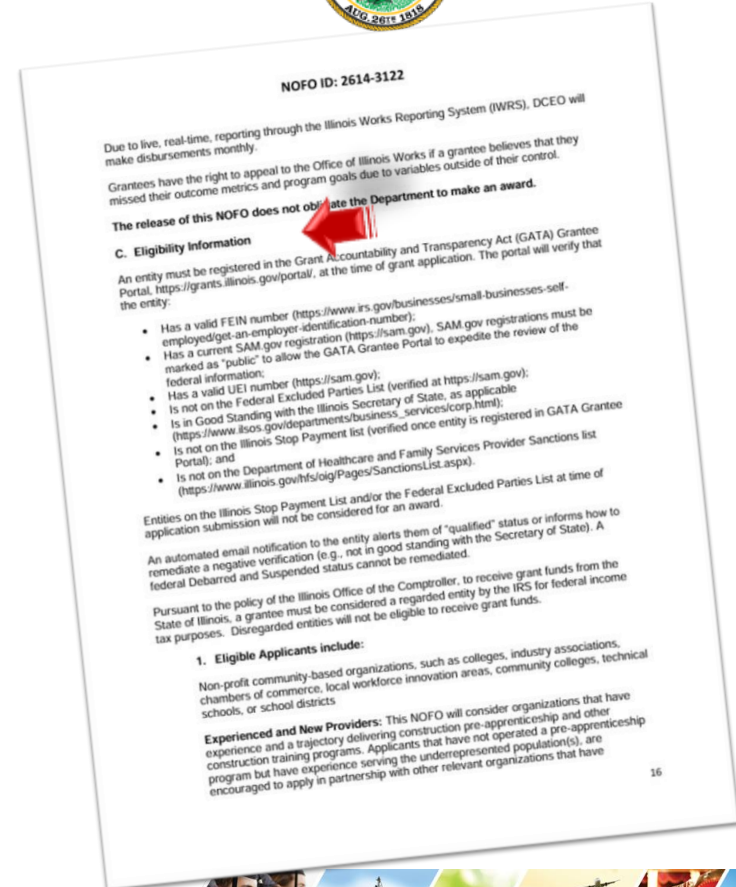




C. Eligibility Information



- A. Program Description
- B. Funding Information
- C. Eligibility Information**
- D. Application and Submission Information
- E. Application Review Information
- F. Award Administration Information
- G. State Awarding Agency Contact(s)
- H. Other Information, if applicable





Application Criteria



- Experienced and New Providers
- Existing Illinois Works Grantees





Application Criteria: Additional Items



In addition, you will find the following:

- Eligible Applicants
- Cost Sharing or Matching
- Indirect Cost Rate
- Freedom of Information Act / Confidential Information
- Other, if applicable

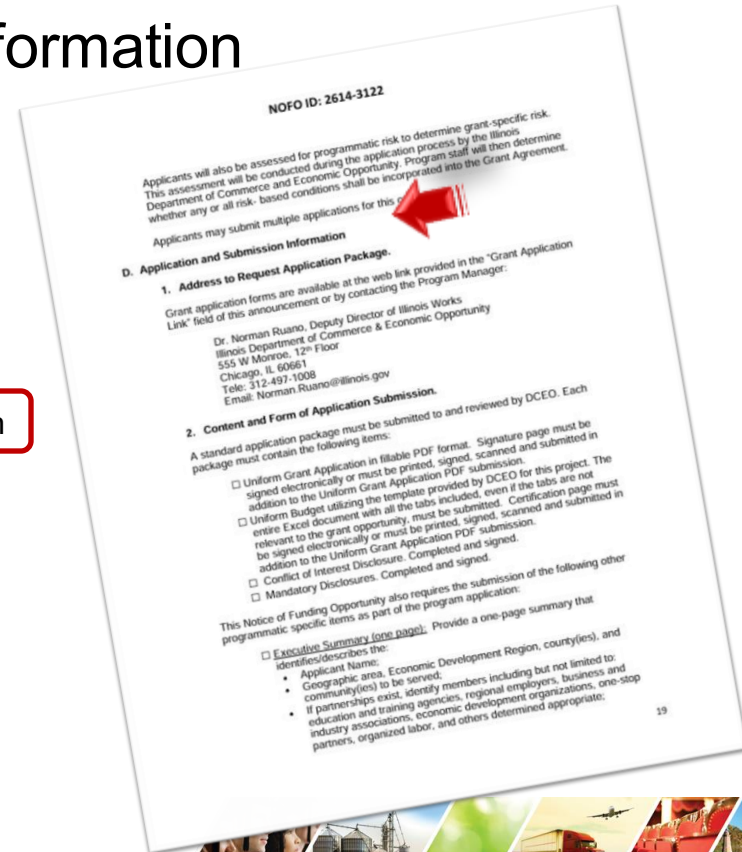




D. Application and Submission Information



- A. Program Description
- B. Funding Information
- C. Eligibility Information
- D. Application and Submission Information**
- E. Application Review Information
- F. Award Administration Information
- G. State Awarding Agency Contact(s)
- H. Other Information, if applicable





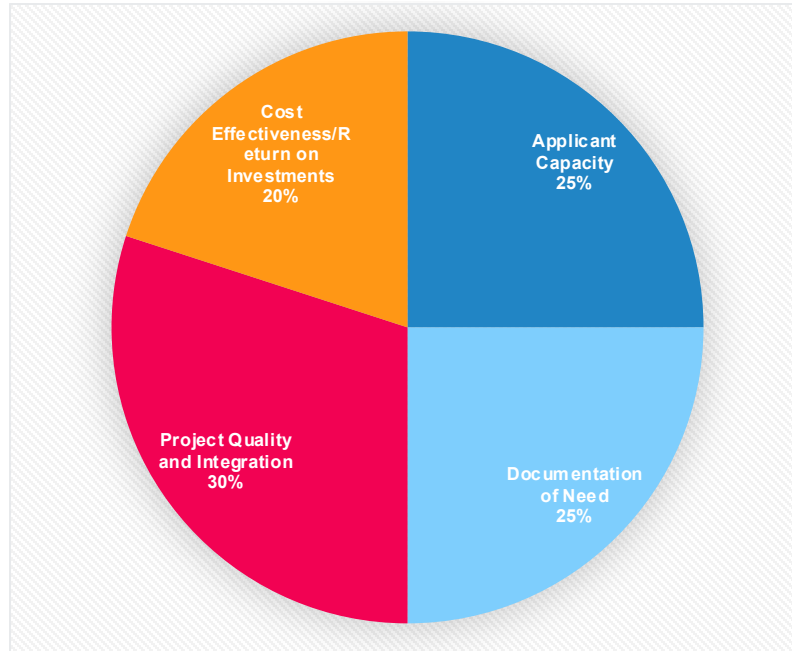
A vertical collage of images representing various industries and sectors. From top to bottom, the images include: a group of people in hard hats, a red semi-truck, a small airplane, a large industrial facility with cranes, a green field, a red industrial structure, a body of water with a bridge, and a city skyline at night.

- A. Program Description
- B. Funding Information
- C. Eligibility Information
- D. Application and Submission Information
- E. Application Review Information
- F. Award Administration Information
- G. State Awarding Agency Contact(s)
- H. Other Information, if applicable





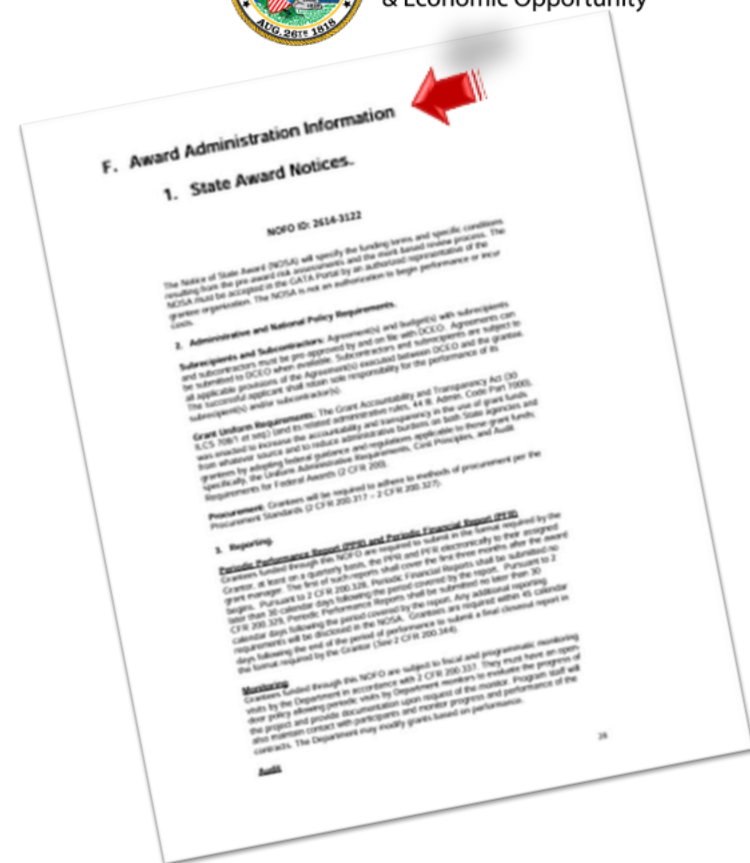
Expected Outcomes and Deliverables





F. Award Administration Information

- A. Program Description
- B. Funding Information
- C. Eligibility Information
- D. Application and Submission Information
- E. Application Review Information
- F. Award Administration Information**
- G. State Awarding Agency Contact(s)
- H. Other Information, if applicable





Illinois Works Reporting System (IWRS)




Grantees, in addition to submitting the required financial and programmatic reports, will also be **required** to report **real-time program activities** using the **Illinois Works Reporting System (IWRS)**.

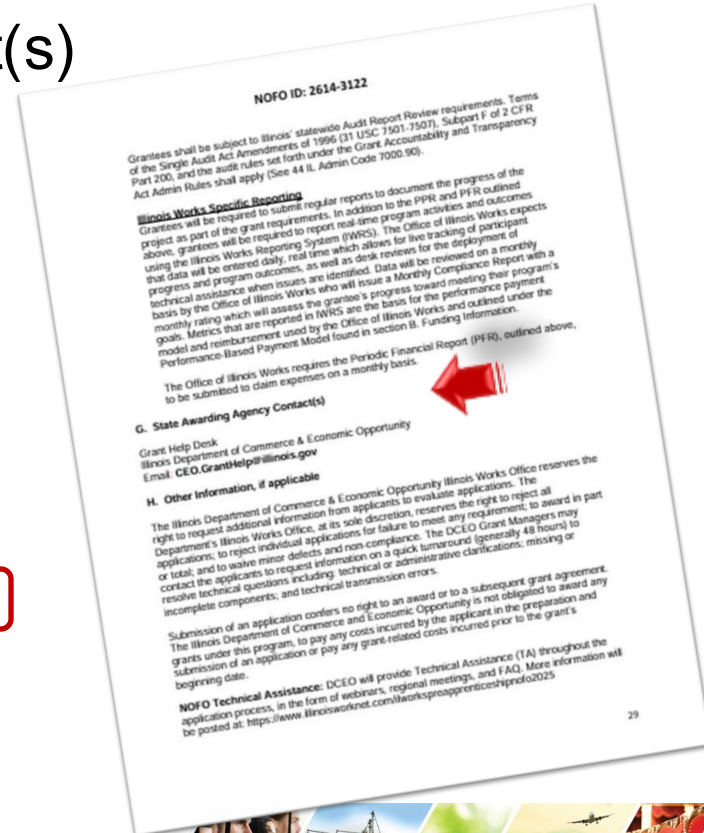
IWRS is a database designed for the ILW Pre-apprenticeship Program and tracks all programmatic and participant information.





G. State Awarding Agency Contract(s)

- 
- A. Program Description
 - B. Funding Information
 - C. Eligibility Information
 - D. Application and Submission Information
 - E. Application Review Information
 - F. Award Administration Information
 - G. State Awarding Agency Contact(s)**
 - H. Other Information, if applicable





H. Other Information, if applicable



- A. Program Description
- B. Funding Information
- C. Eligibility Information
- D. Application and Submission Information
- E. Application Review Information
- F. Award Administration Information
- G. State Awarding Agency Contact(s)
- H. Other Information, if applicable

NOFO ID: 2614-3122

Grantees shall be subject to Illinois' statewide Audit Report Review requirements. Terms of the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules set forth under the Grant Accountability and Transparency Act Admin Rules shall apply (See 44 IL Admin Code 7000.90).

Illinois Works Specific Reporting

Grantees will be required to submit regular reports to document the progress of the project as part of the grant requirements. In addition to the PFR and PFR outlined above, grantees will be required to report real-time program activities and outcomes using the Illinois Works Reporting System (IWRS). The Office of Illinois Works expects that data will be entered daily, real time which allows for live tracking of participant progress and program outcomes, as well as desk reviews for the deployment of technical assistance when issues are identified. Data will be reviewed on a monthly basis by the Office of Illinois Works who will issue a Monthly Compliance Report with a monthly rating which will assess the grantee's progress toward meeting their program's goals. Metrics that are reported in IWRS are the basis for the performance payment model and reimbursement used by the Office of Illinois Works and outlined under the Performance-Based Payment Model found in section B. Funding Information.

The Office of Illinois Works requires the Periodic Financial Report (PFR), outlined above, to be submitted to claim expenses on a monthly basis.

G. State Awarding Agency Contact(s)

Grant Help Desk
Illinois Department of Commerce & Economic Opportunity
Email: CEO.GrantHelp@illinois.gov

H. Other Information, if applicable

The Illinois Department of Commerce & Economic Opportunity Illinois Works Office reserves the right to request additional information from applicants to evaluate applications. The Department's Illinois Works Office, at its sole discretion, reserves the right to reject all applications; to reject individual applications for failure to meet any requirement; to award in part or total; and to waive minor defects and non-compliance. The DCEO Grant Managers may contact the applicants to request information on a quick turnaround (generally 48 hours) to resolve technical questions including: technical or administrative clarifications; missing or incomplete components; and technical transmission errors.

Submission of an application confers no right to an award or to a subsequent grant agreement. The Illinois Department of Commerce and Economic Opportunity is not obligated to award any grants under this program, to pay any costs incurred by the applicant in the preparation and submission of an application or pay any grant-related costs incurred prior to the grant's beginning date.

NOFO Technical Assistance: DCEO will provide Technical Assistance (TA) throughout the application process, in the form of webinars, regional meetings, and FAQ. More information will be posted at: <https://www.illinoisworknet.com/workspropprep/ncnofo2025>





Other Information



- NOFO Technical Assistance
- Performance-Based Payment Model
- Renewals and Grant Modifications
- Technical Assistance and Professional Development





A vertical collage of images representing various aspects of the U.S. economy, including people, a truck, a plane, a factory, a field, a bridge, a river, and a city skyline.





A vertical collage of images representing various aspects of the U.S. economy and infrastructure. The images are arranged in a vertical strip, with some overlapping. From top to bottom, the images include: a group of people, a red semi-truck, a commercial airplane, a bridge, a city skyline, a river, and a close-up of a person's face. The collage is set against a dark background.





NOFO – Overall Program Design

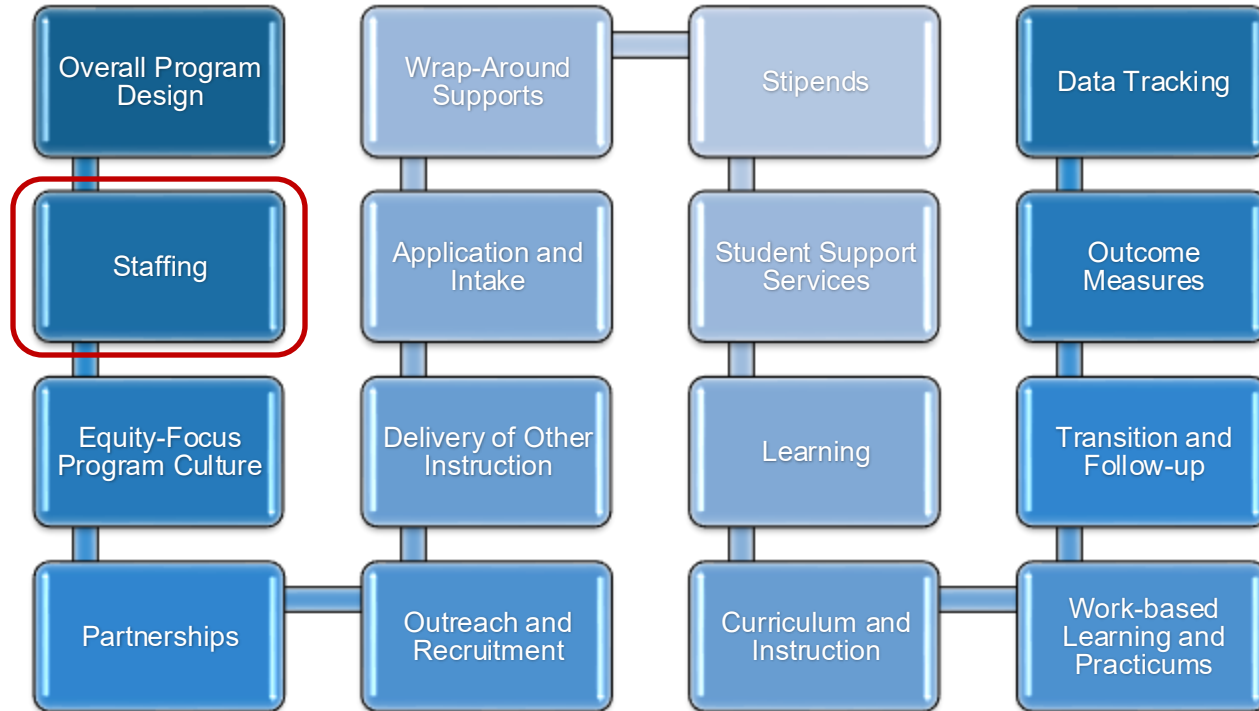


You ***must*** detail how you will design, develop, and implement high-quality pre-apprenticeship programs that significantly increase apprenticeship opportunities for underrepresented populations (women, people of color, and veterans).





NOFO – Program Requirements





Staffing: 8 Key Program Areas



- Program administration
- Outreach and recruitment
- Intake
- Wrap-around services (non-academic needs)
- Student support services (academic needs)
- Instruction
- Transition and Follow-up
- Data entry





Staffing: Submit

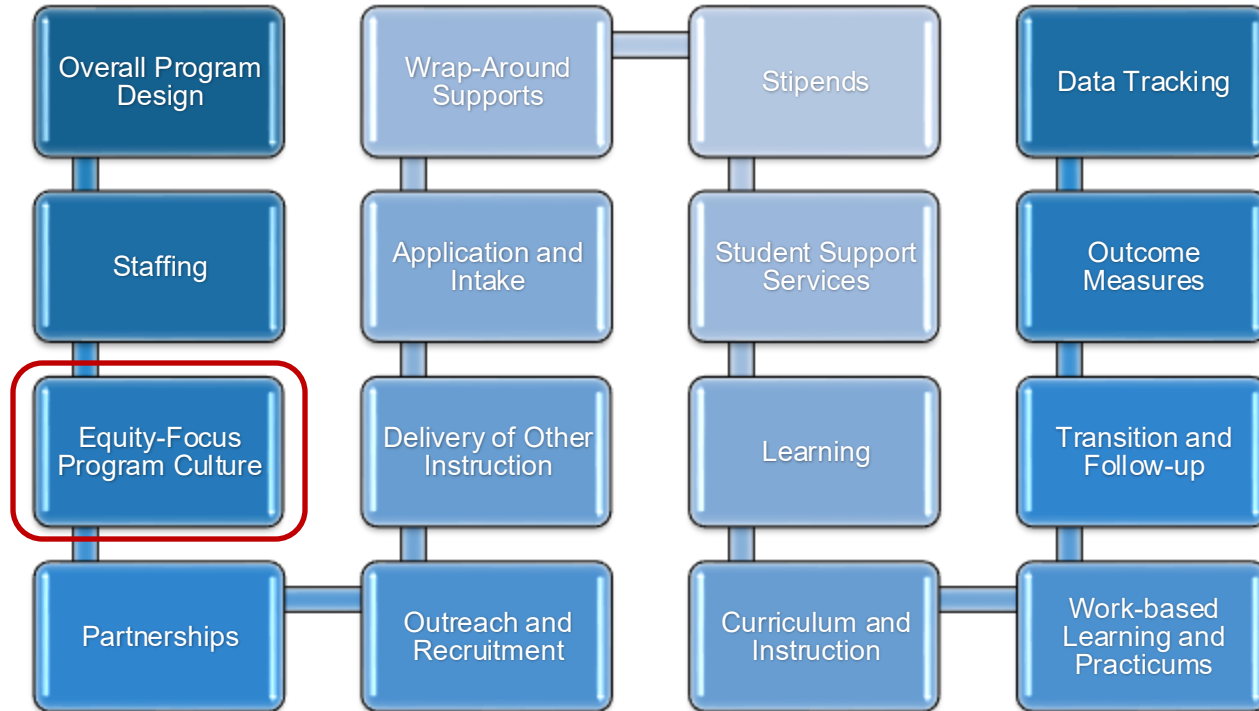


- Attachment IV: Staffing Plan
- Staff resumes
- Instructor credentials
- Partnership agreements
- MOUs





NOFO – Program Requirements





Equity-Focus Program Culture



You ***must*** be able to articulate your understanding of how race, ethnicity, and gender impacts access to and experience within the construction and building trade apprenticeships programs.





ILW DIBE and Core Values





A vertical collage of images representing various aspects of the food supply chain, including farmers, a truck, a plane, a processing plant, a field, a green globe, a red barn, a lake, and a city skyline.





NOFO – Partnerships

Your program *must* coordinate with:

- Local Workforce Areas
- Local and Regional Apprenticeship Navigators
- Construction and building trades
- Union groups
- Community colleges
- Employers
- Employer associations
- Community-based organizations
- Secondary schools





A vertical collage of images representing various aspects of the food supply chain, including farmers, a truck, a plane, a processing plant, a field, a green globe, a red barn, a lake, and a city skyline.





NOFO – Outreach and Recruitment



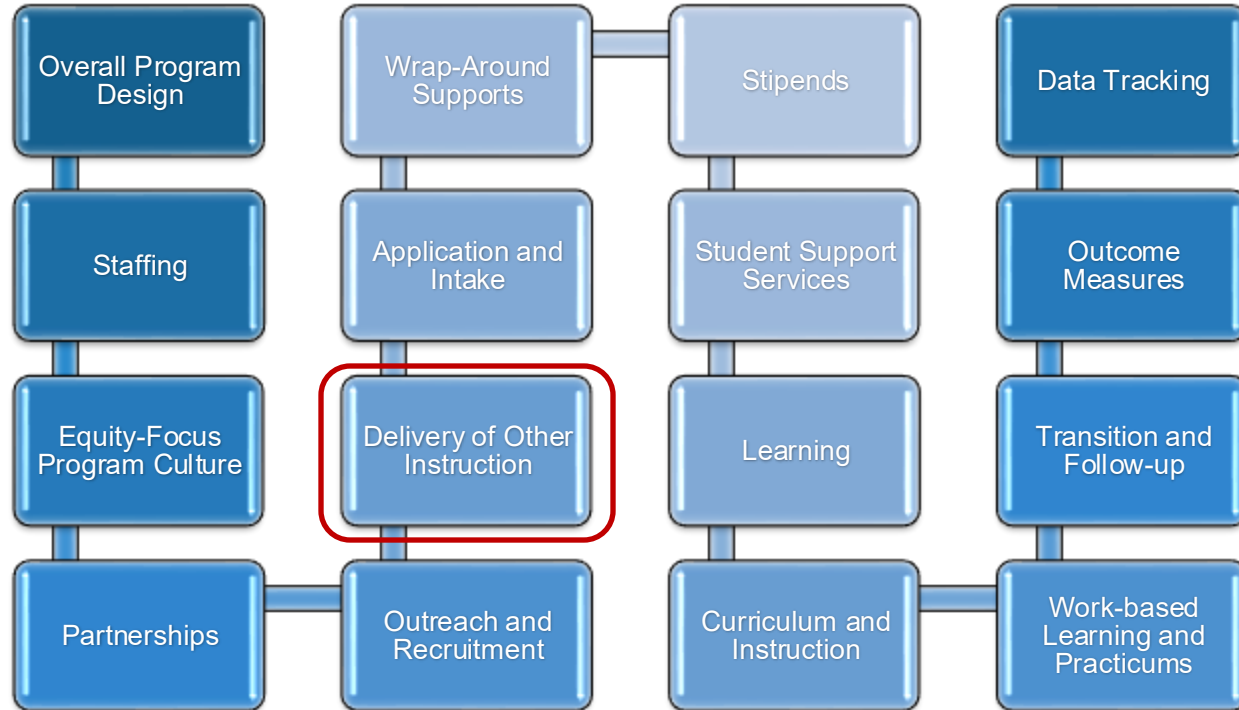
Your program **must** outline proactive recruiting, outreach and support strategies that significantly increase the number of underrepresented populations that enroll in and successfully complete your pre-apprenticeships program.

Your strategy **must** acknowledge race and gender disparities in regional construction and building trades occupations.





NOFO – Program Requirements





Delivery of Other Instructions



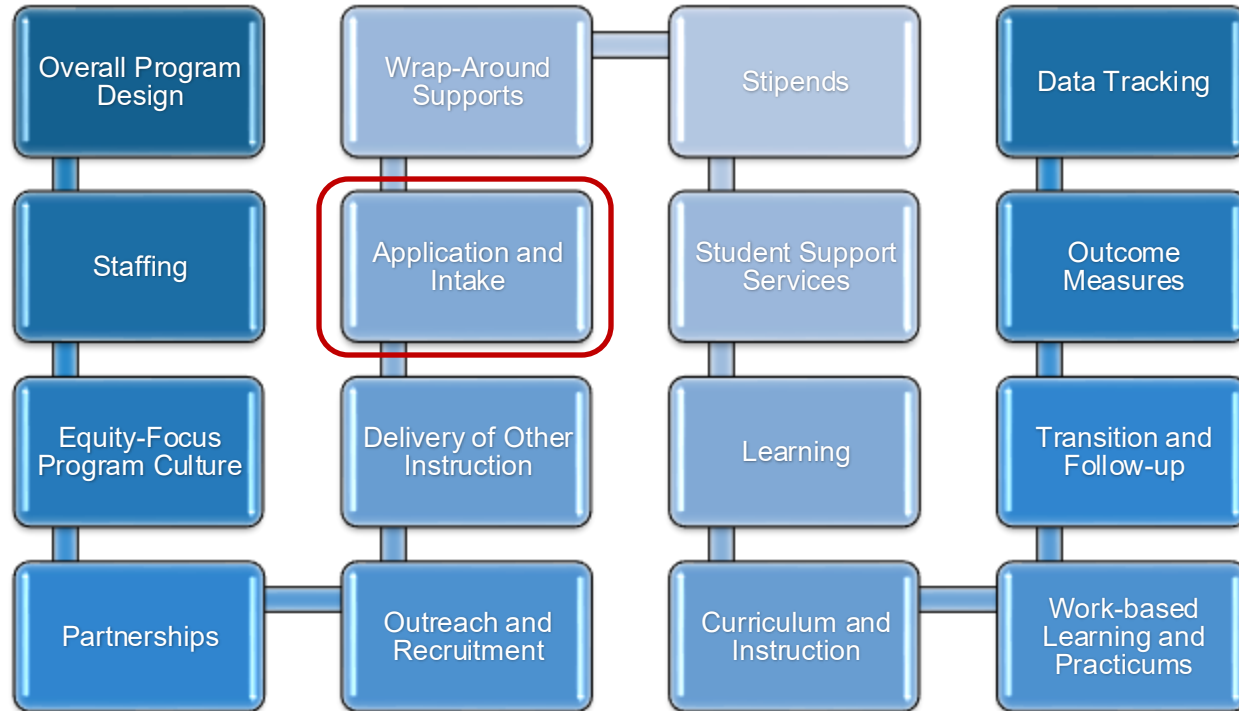
Your program **must** provide plans to refer students who do not have the minimum program requirements to educational services in their respective communities including free literacy, GED, ESL classes, among others.

Your plans **must** include how applicants' barriers to program entrance and success will be assessed. Your plan should include strategies for removing barriers for underrepresented groups.





NOFO – Program Requirements





Application and Intake

Successful applicants will outline a process to review candidates' eligibility for your pre-apprenticeship program including a/an;

- Pre-screening assessment
- Application
- Interview
- Participants enrollment
- Wrap-around service
- Support services





Application and Intake

Eligibility criteria includes the following;

- Participants must be at least 18 years of age when they enroll into the program (*unless attending an Illinois Works approved school-based pre-apprenticeship program*)
- Must have a high school diploma or GED (*unless attending an Illinois Works approved school-based pre-apprenticeship program*)
- Must be an Illinois resident
- Candidates must be interested in pursuing a career in construction or the building trades





A vertical collage of images representing various aspects of the food supply chain, including farmers, a truck, a plane, a processing plant, a field, a green globe, a red barn, a lake, and a city skyline.





Wrap-Around Supports



Wrap-around support may include, but not be limited to;

- Financial literacy
- Referrals for housing
- Mental health services
- Childcare and family care
- Transportation
- Driver's education fees
- Emergency bill payment
- Digital literacy
- Other costs that create an obstacle for participants





A vertical collage of images representing various aspects of the food supply chain, including farmers, a truck, a plane, a processing plant, a field, a green globe, a red barn, a lake, and a city skyline.





NOFO – Stipends



Your program must provide stipends to pre-apprentice participants.

STIPEND





A vertical collage of images representing various aspects of the U.S. economy and infrastructure. The images are arranged in a vertical strip, with some overlapping. From top to bottom, the images include: a group of people, a red semi-truck, a commercial airplane, a bridge, a city skyline, a river, and a large green structure.





Student Supports Services



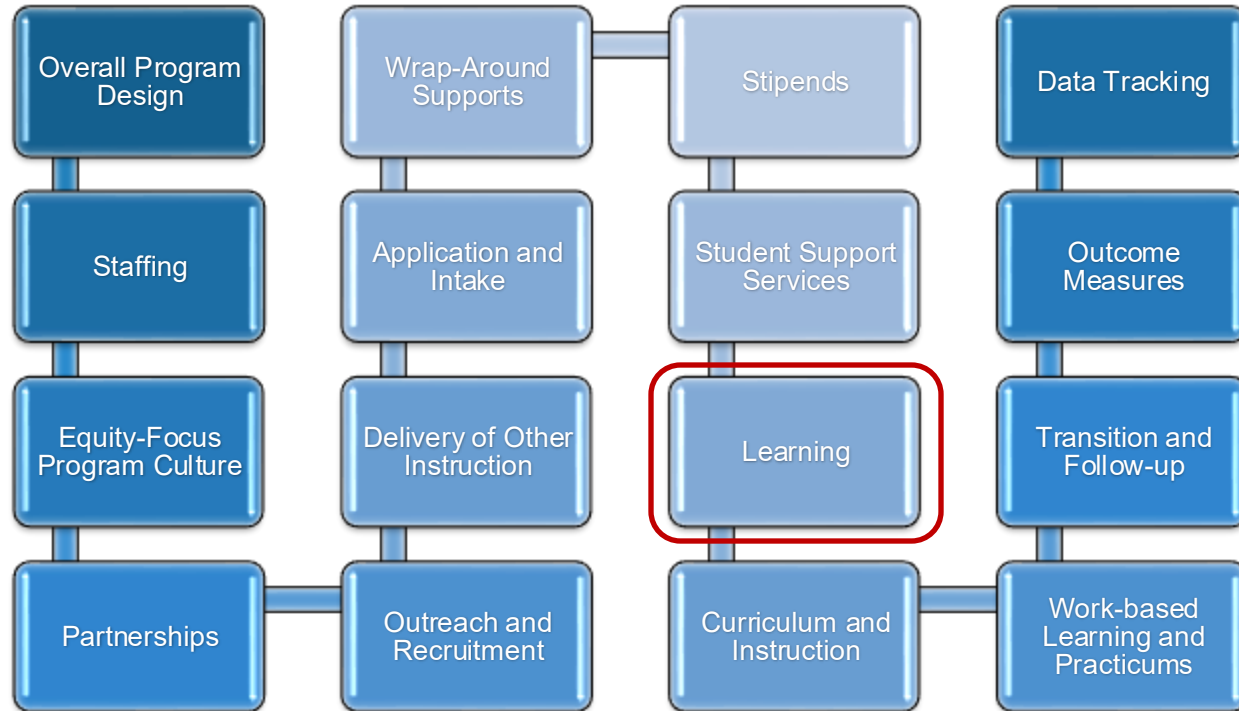
Student support services may include, but not be limited to;

- Tutoring services
- Retesting
- Make-up sessions (hours or tests)
- Other educational enrichments





NOFO – Program Requirements





NOFO – Learning

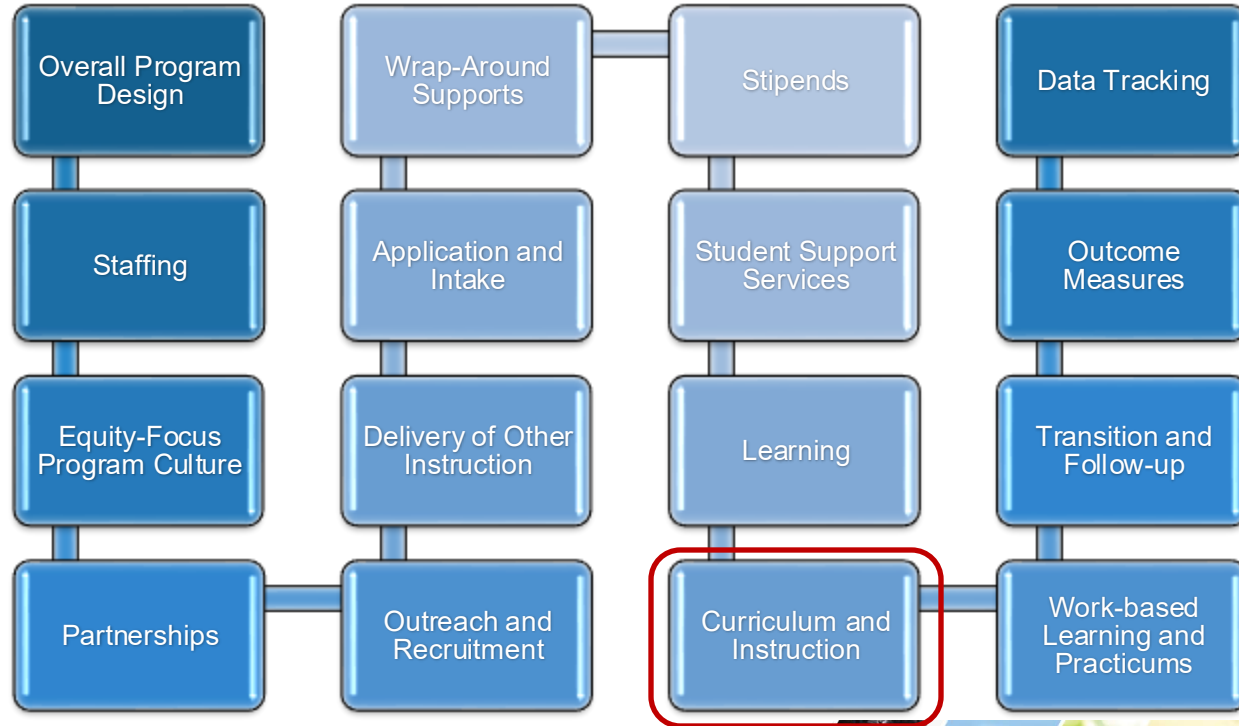


Applicants ***must*** explain how they will coordinate education and learning, necessary support and retention services, and coaching from other partner institutions.





NOFO – Program Requirements





NOFO – Curricula and Instructions



Submitted curricula must provide at least 183 hours of instruction, and should not exceed 300 hours of instruction, unless approved by ILW.

Applicants must submit a proposed curriculum outline including hours, instruction modules offered, length of the training, and the logistical plan for delivery (see Attachment III- Sample Curriculum and Proposed Curriculum).





NOFO – Curricula and Instructions

Instructional hours must include the following:

- Illinois Works program orientation (up to 4 hours)
- Introduction to construction and the trades (required)
- Construction certifications (required)
 - TradesFutures MC3, NCCER, ICCB or other Illinois Works approved curricula
 - OSHA 10-hour
 - First Aid/CPR
 - Other nationally recognized certifications, if applicable
- Employability Skills based on Illinois Essential Employability Skills Framework (32 - 40 hours required)
 - Harassment Prevention (4 hours)
 - Diversity and Inclusion in Construction (4 hours)
- Test taking skills (4 hours required)
- Work-based/job site learning (10 - 50 hours required)
- Shop Math (40 hours required)







Work-based Learning and Practicums



Your program ***must*** include opportunities for pre-apprentices to do construction work at job sites while taking instruction or immediately after completing instruction (see Attachment III-Sample Curriculum and Proposed Curriculum).

Your program should outline existing or planned partnerships for work-based learning and practicum worksites. Successful applicants will provide a **10 – 50 hours** of work-based learning.







Transition and Follow-up



Your program **must** provide plans on how it will assist participants in transitioning to DOL-registered apprenticeship programs including connecting them to employers and unions.

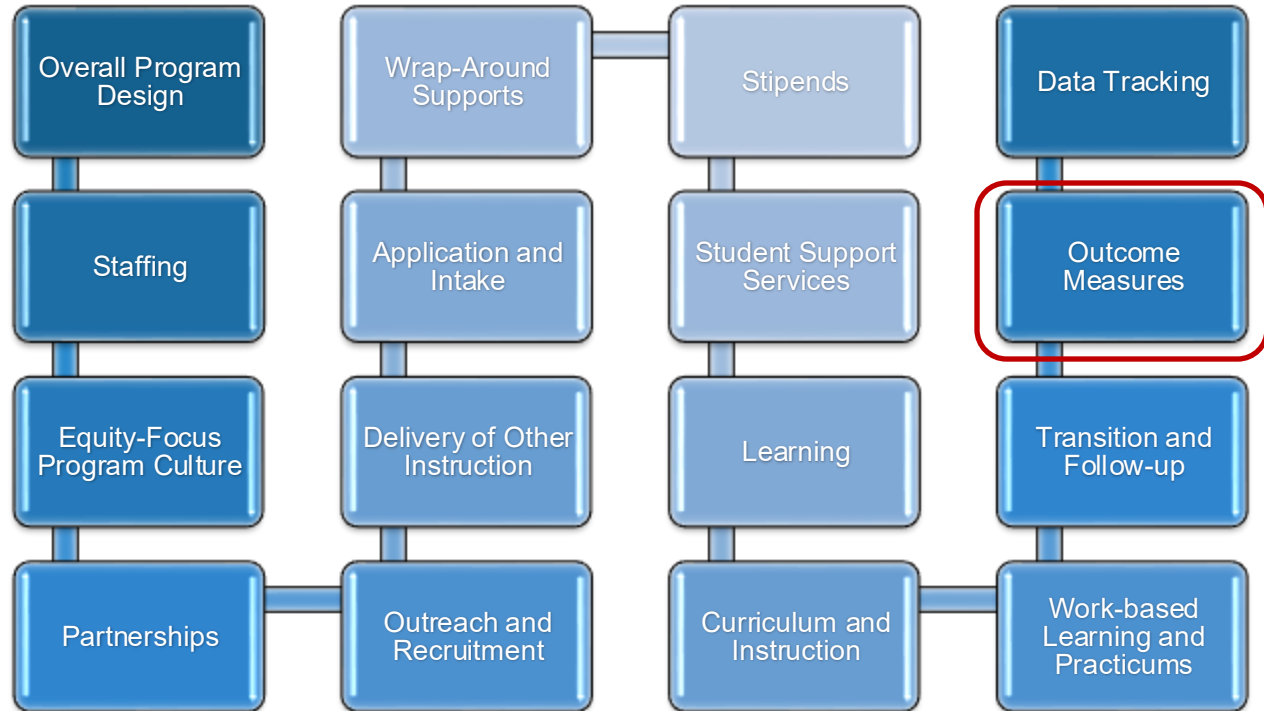
Include plans for referring participants that do not enroll into apprenticeship programs into advanced construction education and training programs, or other employment.

Applicants should outline how they will follow-up with participants on at least a quarterly basis for a period of one (1) year.





NOFO – Program Requirements





NOFO – Outcome Measures



Illinois Works Job Program Act requires pre-apprenticeship program grantees to report certain information about their programs; including the number of individuals who apply to, participate in, and complete the community-based organization's program, broken down by race, gender, age, and veteran status.







NOFO – Data Tracking



Your program will be **required** to utilize the Illinois Works Reporting System (IWRS), a platform and workforce program management tool used to track grantee performance and progress toward negotiated outcome measures.

Data entry is expected to take place in **real time**. All programs should plan to have a dedicated data entry coordinator responsible for data entry and integrity.





A vertical collage of images related to the 2008 Beijing Olympics. From top to bottom, it features: the Olympic torch being carried by a person; the Bird's Nest stadium; a red and white checkered pattern; a green and white pattern; a close-up of a person's face; and a group of athletes.





Attachments



- **ATTACHMENT I – PROPOSED WORK PLAN**
- **ATTACHMENT II – PARTICIPANT DEMOGRAPHICS AND OUTCOME SUMMARY**
- **ATTACHMENT III – SAMPLE CURRICULUM AND PROPOSED CURRICULUM**
- **ATTACHMENT IV – STAFFING PLAN**





NOFO – ATTACHMENT I – PROPOSED WORK PLAN



ATTACHMENT I - PROPOSED WORK PLAN

Organization Name: _____

Table A: Total Outcome Metrics

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

*Participant numbers in Table A should align with those Outcome Summary

- Recruited:** An individual who is interested in the program and is contacted for enrollment information.
- Enrolled Participant:** An individual who has completed an interview and is offered to training.
- Completed Participant:** An individual who has completed all required modules and has received a certificate of completion.
- Primary Outcome Transitioned Participant:** An individual who has completed an apprenticeship program OR is registered in a DOL registered apprenticeship program.
- Alternative Construction Transitioned:** An individual who has completed an apprenticeship program in construction, permanent employment in construction, or other with employer, etc.)
- Secondary Outcome Transitioned Participant:** An individual who has completed an apprenticeship program and instead is registered in a college program or other with employer, etc.)

Table B: Instruction Information

| Total Curricula Hours | Less Cost of TCC and |
|---|----------------------|
| Curriculum Offered (Trade/Future MC3, NCCER, ICCB, Other nationally recognized curricula) | |

*Total curricula hours and information should align with 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:** Recruitment begins with the first planned outreach activity for each cohort and ends the day before the first day of instruction. They should match the number of program weeks listed in Table B. Instruction should end no later than October 31, 2025.
- Program Dates:** Program dates are the first and last day of instruction. They should match the number of program weeks listed in Table B. Instruction should end no later than October 31, 2025.
- Participant Transition:** 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 (1/1/2025 - 12/31/2025).

New Grantees: Due to required new grantee onboarding, instruction dates should not begin until mid-March 2025.

Renewal Grantees: Programming can begin starting February 1, 2025.

Program Dates for the final cohort must end no later than Friday, October 31, 2025

| Cohort 1 | | | |
|--|--|------------|----------|
| Individuals Recruited: | Individuals Completed: | | |
| Individuals Enrolled: | Individuals Transitioned - Alternative Construction: | Start Date | End Date |
| Individuals Transitioned - Primary Outcome | Secondary Outcome | | |
| Outcome Metric | | | |
| Recruitment | | | |
| Program Dates | | | |
| Participant Transition | | | |
| Individuals Recruited: | Individuals Completed: | | |
| Individuals Enrolled: | Individuals Transitioned - Alternative Construction: | Start Date | End Date |
| Individuals Transitioned - Primary Outcome | Secondary Outcome | | |
| Outcome Metric | | | |
| Recruitment | | | |
| Program Dates | | | |
| Participant Transition | | | |
| Individuals Recruited: | Individuals Completed: | | |
| Individuals Enrolled: | Individuals Transitioned - Alternative Construction: | Start Date | End Date |
| Individuals Transitioned - Primary Outcome | Secondary Outcome | | |
| Outcome Metric | | | |
| Recruitment | | | |
| Program Dates | | | |
| Participant Transition | | | |





NOFO – ATTACHMENT II – PARTICIPANT DEMOGRAPHICS & OUTCOME SUMMARY



ATTACHMENT II – PARTICIPANT DEMOGRAPHICS & OUTCOME SUMMARY

Organization Name:

Ensure recruitment, enrollment, program completion
Attachment I: Proposed Work Plan

| | |
|---|---|
| Participant Recruitment & Enrollment | Total Individuals Enrolled Total Individuals Enrolled Program |
| Demographics of Enrolled Participants | Gender Female Male Gender Not Confirmed (Genderqueer/Non-Binary) |
| Each category (gender, race/ethnicity, age, veteran status) should sum to the total number of individuals enrolled in the program | Race/Ethnicity White, non-Hispanic Black, non-Hispanic Hispanic, Latinx Asian American Indian/Alaska Native Native Hawaiian/Other Pacific Islander Two or More Races |
| | Age 18-24 25-34 35-44 45-54 55-64 65+ |
| | Veteran Status Yes No |
| Service Delivery for Enrolled Participants | Support Service Wrap-around Services (support) Student Support Services (support) Transition Services Training Services (support) Employability Skills (support) |

| Program Completion | Work-based learning (internship) Other (Describe) | Participant Completion/Credentials | Total Program Goal | Goal Per Cohort |
|--|---|--|--------------------|-----------------|
| At least 85% of total individuals who enroll are expected to complete the program and receive required credentials | Participants who complete the pre-apprenticeship program | Participants who complete the program and receive required credentials (OSHA-10, First Aid/CPR, NCCCO, Toolboxes MC3, KCB, etc.) | | |
| Primary Transition Goal/Outcome | Participants who enroll in a Registered Apprenticeship Program (RAP) | Participants who enroll in a RAP through employer sponsorship | Total Program Goal | Goal Per Cohort |
| At least 70% of total individuals enrolled are expected to enroll in a RAP | Participants who enroll in a RAP through open enrollment | Participants expected to complete a RAP and graduate to journey person | | |
| Secondary/Alternative Transition Goal/Outcome | Participants who do not enroll in a Registered Apprenticeship Program (RAP) | Participants who complete the pre-apprenticeship program and open a small business | Total Program Goal | Goal Per Cohort |
| 30% or less of total individuals enrolled are expected to achieve a secondary or alternative goal/outcome | Participants who complete the pre-apprenticeship program and go into an alternative construction job (utilities, non-RAP construction – see Alternative Construction definitions in the 2024 Illinois Works Greater Manual) | Participants who complete the pre-apprenticeship program and seek non-construction employment | | |
| | Participants who complete the pre-apprenticeship program and continue onto an advanced construction training program instead of a RAP | Participants who complete the pre-apprenticeship program and continue onto non-construction training, tourism or education | | |





A vertical collage of images representing various industries and infrastructure. From top to bottom: a group of people, a commercial airplane in flight, a red semi-truck on a road, a large industrial power plant or refinery, a suspension bridge over water, a city skyline at dusk, and a river flowing through a landscape.



NOFO – ATTACHMENT IV – STAFFING PLAN

ATTACHMENT IV - STAFFING PLAN

Organization Name:

As part of the Illinois Works Pre-apprenticeship Program, the CTE applicants provide staff in eight key areas including program administration, wrap-around services (non-academic needs), student support services, and data entry. These areas can be staffed by full-time or part-time staff, sub-contractors, or partner organizations.

Resumes, partnership agreements, or MOUs should be attached to contractors, and sub-contractors listed in Table A below.

Role definitions:

Please note successful applicants are not required to have these up within each role must be assigned to a staff member or partner.

Program Administrator - Responsible for program compliance and meet and required reporting is done, oversees program operations, and other program roles.

Outreach and Recruitment Coordinator (ORC) - Secures a complete pre-screen assessments, ensures program applications are complete members, standardized interviews.

Wrap-around Service Coordinator (WSC) - Responsible for non-Wrap-Around Service Assessment during intake. This role will coordinate services and work with the Academic Support Specialist to offer a struggle academically, if needed. The WSC will also source from other needed support services and refer participants to those service and training.

Instructor - Each organization is required to have qualified and does not mean the instructors have to be employees, only that program individual or partner organization that will be carrying out the training program. Instructors should provide classroom, hands-on, and work and training.

Student Support Services Coordinator (SSSC) - Responsible for specifically the implementation of Student Support Services, provide monitoring attendance and academic performance, hosting make-up coordinating tutoring services for participants.

Transition Services Coordinator (TSC) - This role must be part-time (full-time for larger programs and 30-hour or more part-time for ensuring the Career Assessments are completed and individualized with other program staff including the creation of resumes, and the interviews, and assistance with completing apprenticeship application with employers, DOL-registered apprenticeship programs, and other successful transition of program graduates. The TSC also conducts follow-up of graduates.

Data Entry Coordinator (DEC) - Programs can determine how the Illinois Works Reporting System (IWRS). This may be complete

roles in the program. The DEC is responsible for ensuring timely reporting of program data in IWRS including entering participant information, programmatic and service data, outcome metrics, and verifying data accuracy, among others.

Table A: Staff Capacity

| Staff Role | Name of staff member(s), partner(s), contractor(s), sub-contractor(s) | Is this role filled by an existing staff member/partnership? |
|--|---|--|
| Program Administrator | | |
| Outreach and Recruitment Coordinator (ORC) | | |
| Wrap-around Service Coordinator (WSC) | | |
| Instructor | | |
| Student Support Services Coordinator (SSSC) | | |
| Transition Services Coordinator (TSC) - dedicated full-time for larger programs or 30-hours or more part-time for smaller program. | | |
| Data Entry Coordinator (DEC) | | |

*Please note that many of these roles have access to participant's private information. When determining how to cover the responsibilities outlined above, applicants should consider how to ensure participant information is protected.



Funding Information



NOFO

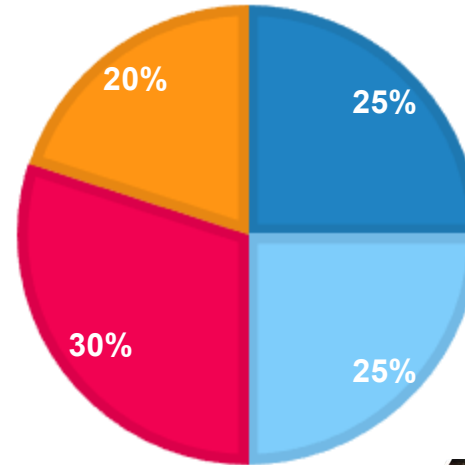
Format
Submittal
Due





NOFO – Evaluation Criteria

- Applicant Capacity
- Documentation of Need
- Project Quality and Integration
- Cost Effectiveness/Return on Investments





NOFO References

- 360-Degree Focus on Equity
- Executive Order #3: Action Agenda for Workforce Development and Job Creation
- Illinois Career Pathways Dictionary
- Illinois Department of Labor, 2021 State Construction Minority and Female Building Trades Annual Report
- Illinois Essential Employability Skills Framework
- Illinois Works Pre-apprenticeship Program 2022 Grantee Manual
- Illinois Workforce Innovation Board, Apprenticeship Illinois Committee Quarterly Report June 2021
- The Essentials of a High-Quality Pre-apprenticeship Program, Jobs for the Future, 2019
- United States Department of Labor, Training and Employment Notice 13-12
- United States Department of Labor, Discover Apprenticeship: Earn While You Earn Today
- U.S. Dept of Labor, Registered Apprenticeship Partners Information Database System (RAPIDS)

Resources for Competitive Applications

- Apprenticeship Illinois
- Grant Accountability and Transparency Act
- Illinois Career Pathways Dictionary
- Illinois Works Pre-apprenticeship Program 2022 Grantee Manual
- Regional and Local Workforce Plans
- State of Illinois WIOA ePolicy Portal
- State of Illinois WIOA Unified State Plan
- U.S. Chamber of Commerce Foundation Talent Pipeline Management Initiative
- U.S. Department of Labor, Office of Employment and Training, Office of Apprenticeship
- WIOA Regional/Local Plans by Economic Development Region
- Workforce Innovation and Opportunity Act of 2014



Resources on National Best Practices for Pre-Apprenticeship and Apprenticeship Programs

- 2020 Construction Apprenticeship Guidebook (Seattle)
- Broadening the Apprenticeship Pipeline (National Skills Coalition)
- Construction Pre-Apprenticeship Programs (Aspen Institute)
- Construction Pre-Apprenticeship Programs: Results from a National Survey (Aspen Institute)
- Illinois Tollway Construction Works Brochure
- Illinois Tollway Construction Works Online Application Portal
- Illinois Tollway Construction Works Website
- Key Capacities of Construction Pre-Apprenticeship Programs (Aspen Institute)
- Pre-Apprenticeships: Building Strong Apprentices (Workforce GPS)
- Seattle PACT Pre-Apprenticeship Construction Training
- YOUTHBUILD Construction Plus Framework

Resources on National Best Practices for Equity Pre-Apprenticeship and Apprenticeship Programs

- The Roadmap for Racial Equity (National Skills Coalition)
- Principles for a High-Quality Pre-Apprenticeship: A Model to Advance Equity (Center for Law and Social Policy CLASP)
- Collaborative Solutions for Increasing Diversity of Apprenticeship Participants (Workforce GPS)
- Closing the Divide: Making Illinois a Leader in Equitable Apprenticeships (Young Invincibles)
- Growing Equity and Diversity Through Apprenticeship: Business Perspectives (JFF Center for Apprenticeship and Work-based Learning)
- Principles for Equity in Apprenticeship (Center on Wisconsin Strategy)
- Flowchart of Equitable Apprenticeship Models (Young Invincibles and Chicago Jobs Council)

2025 NOFO Resources



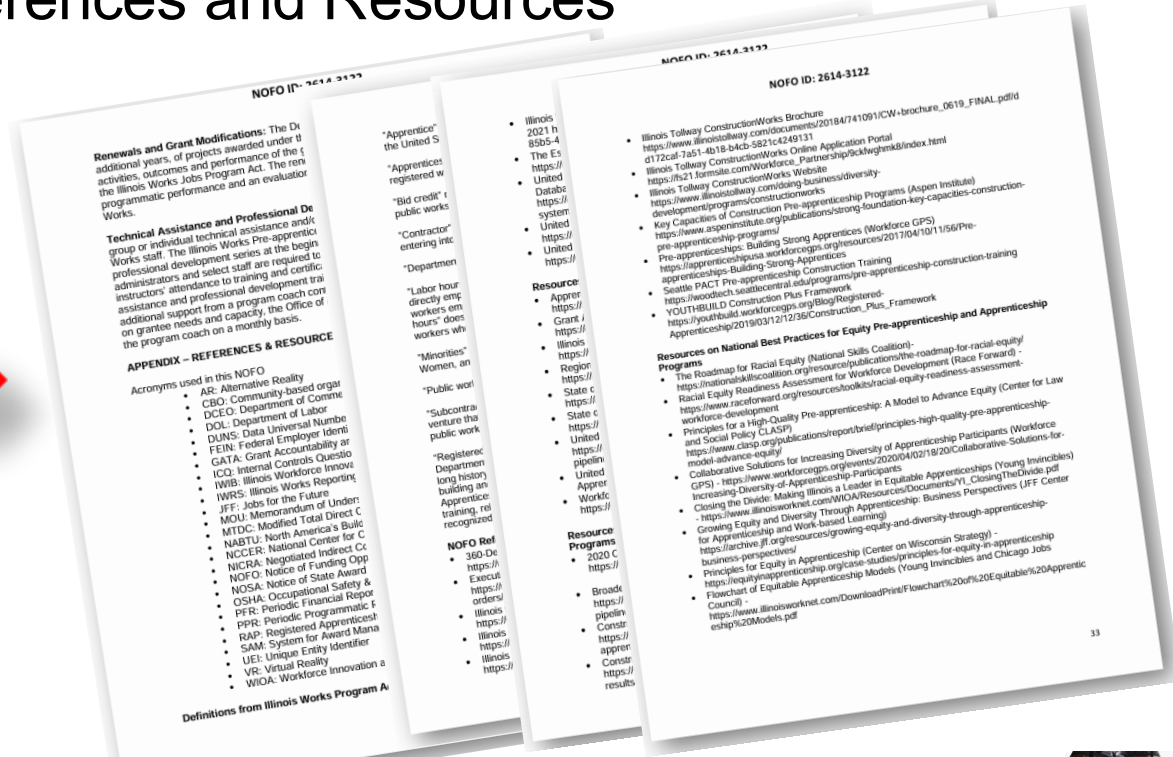


National Best Practices





2025 NOFO ~ References and Resources





Upcoming Information Sessions

Information Sessions

For comments, feedback, or questions email the Office of Illinois Works at CEO.ILWorks@illinois.gov.




| Date | Time | Topic | Registration/Resources |
|-----------|------------------|-------------------------|------------------------------|
| 8/12/2025 | 9:30am - 12:30pm | Intro to ILW | Registration |
| 8/14/2025 | 9:30am - 11:30am | GATA | Registration |
| 8/19/2025 | 9:30am - 12:30pm | Bidders Conference | Registration |
| 8/21/2025 | 9:30am - 12:30pm | Developing Partnerships | Registration |
| 8/26/2025 | 9:30am - 12:30pm | Performance-Based Model | Registration |



Illinois Works Informational Sessions: Developing Partnerships

Information Sessions

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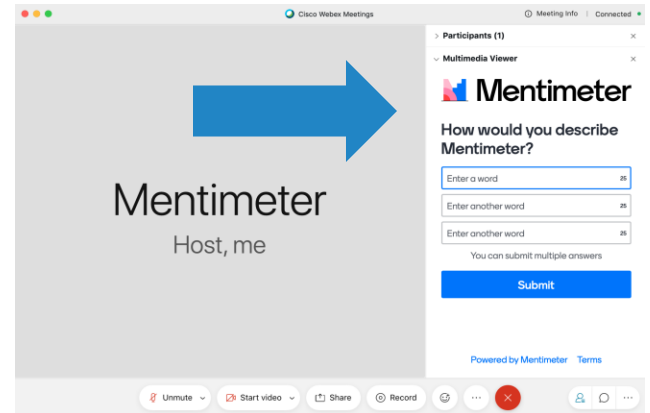
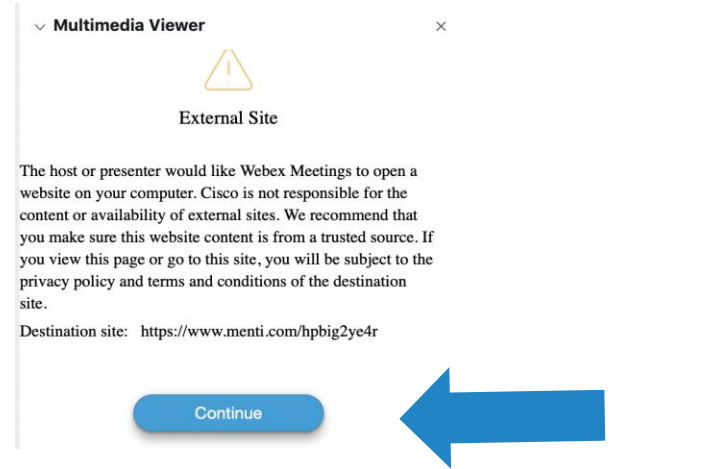
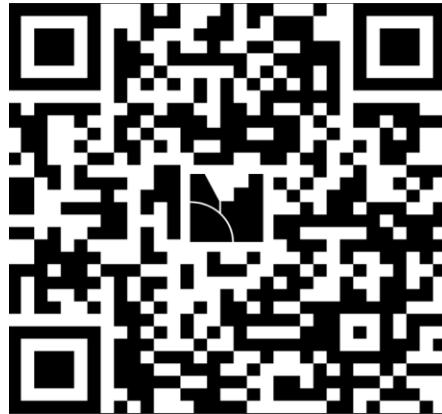
Feedback ~ We want to hear from you





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- ▶ Once you click the button the Mentimeter app will show in the Multimedia viewer.



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