# 2026

# ILWPP Annual Conference



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# “Illinois Works Statewide Collaboration for Successful Outcomes”



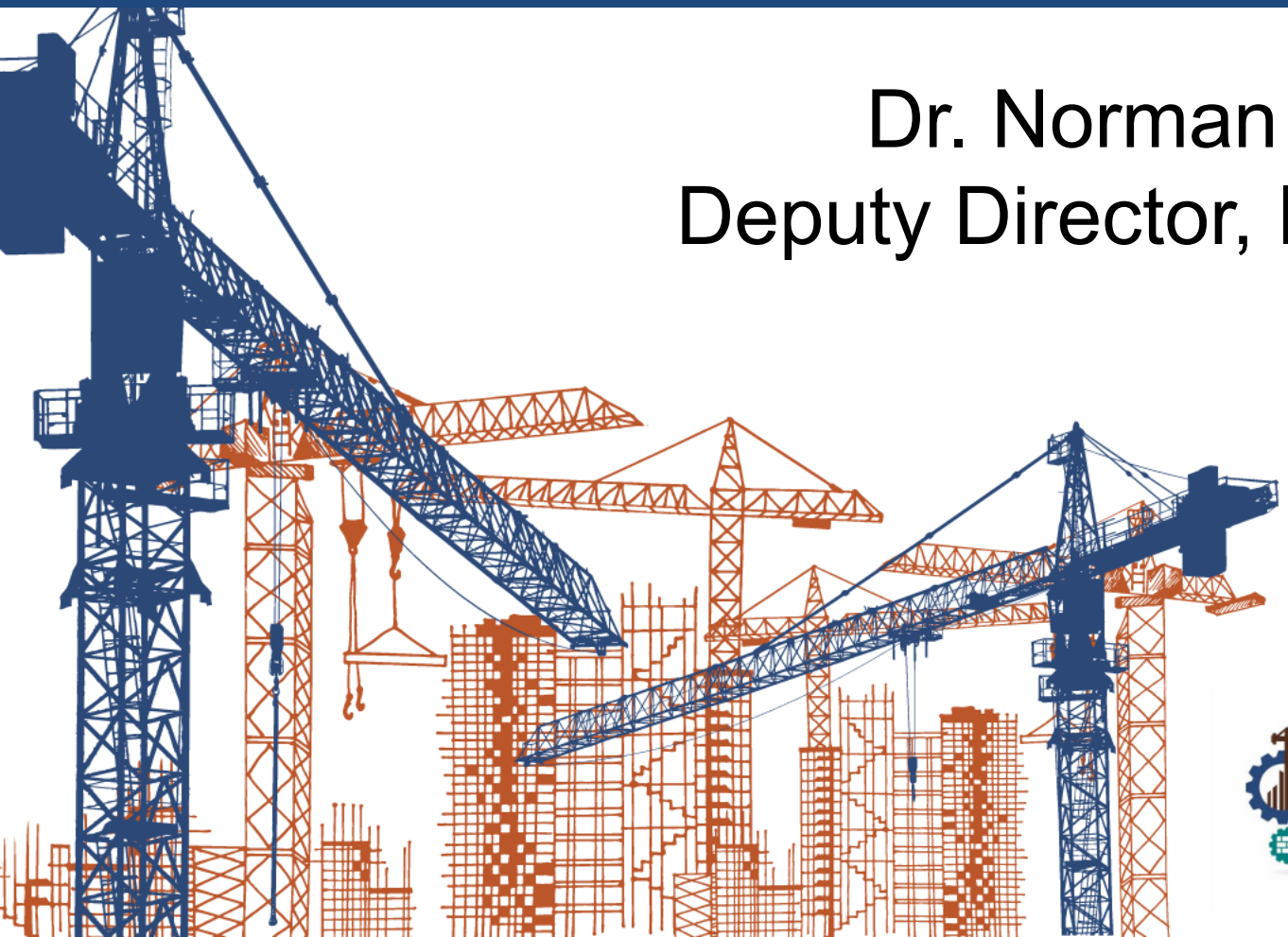
## ***ILW Outcomes, Five Years Later!!***

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Looking Back to Look Forward

Dr. Norman Ruano
Deputy Director, Illinois Works



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Illinois Department of Commerce & Economic Opportunity

ILLINOIS

# Objectives



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

- Reflect on the Illinois Works Journey from 2022 – 2026
- Consider the future direction of Illinois Works.
- Learn about new technologies, program enhancements, and planned outcomes.

ILLINOIS WORKS

# Looking Back: Lessons Learned

Since the program started four years ago:

- Enrolled over 5800 participants
- Graduated over 4,000 participants



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Looking Back: Lessons Learned

- The demographic groups mandated by the Illinois Works Jobs Program Act are identified and served
- The workforce development infrastructure capable of delivering these services is not evenly distributed throughout the state
- The provider network, in general, does a good job training and graduating participants



# Looking Back: Lessons Learned

- Delivery of comprehensive wrap-around and student support services needs improvement
- Delivery of transition services needs significant improvement
- There is a mismatch in a portion of the enrolled participants with the goals of the program



ILLINOIS WORKS

# Looking Forward: New Focus

- Delivering on expected **outcomes** (new $50 billion capital construction program is coming to Illinois)
- Strongly focusing on **transitions** (from orientation to after completion)
- Proactively delivering **career services** (from completion to up to 10 years after graduation)



# Looking Forward: New Network of Transition Service Providers

- Looking for grantees to be part of the Transition Service Provider Network
- Payment method—carry over credit or transfer of credit



# Looking Forward: New Network of Transition Service Providers

- Need at least 10 Pre-apprenticeship Grantees:
  - Five in Northern Illinois
  - Three in Central Illinois
  - Two in Southern Illinois

- Will receive **Career Plans** from Career Services Specialists (referrals for transition services)



# New Technologies, Program Enhancements, and Planned Outcomes

- We expect our **new Illinois Works platform** that will integrate all our programs to be operational by the end of 2026
- We will operate at **full capacity** in program year 2027 (**40 to 45 providers capable of training 2,000 participants**)
- **New approach** will be used for 2027 **grant budgets and grant agreements**





# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Graduates' Success Stories



Ms. Emma Toole
Dr. Tanya Davenport

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

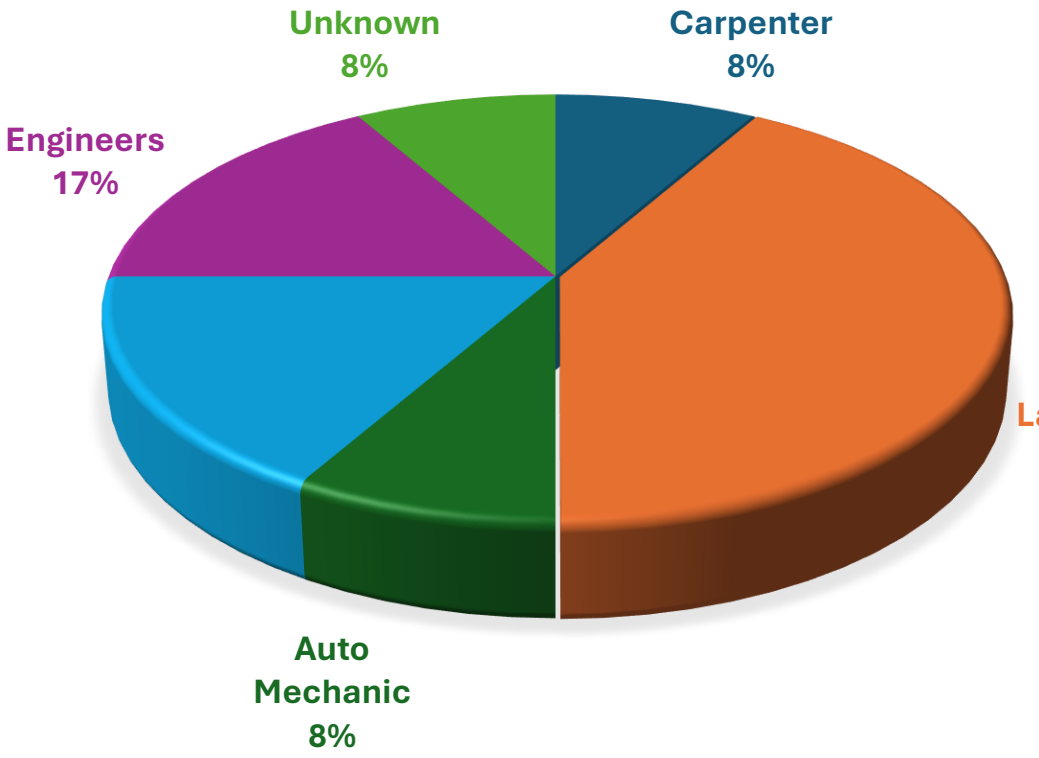
# Objectives



Throughout this presentation, you will learn:

- Success data on transitioning into a DOL RAPs leading to journeyman status
- Strategies fellow grantees use for successful transitions
- Success stories from former graduates of the program

# Journeyman By Trade





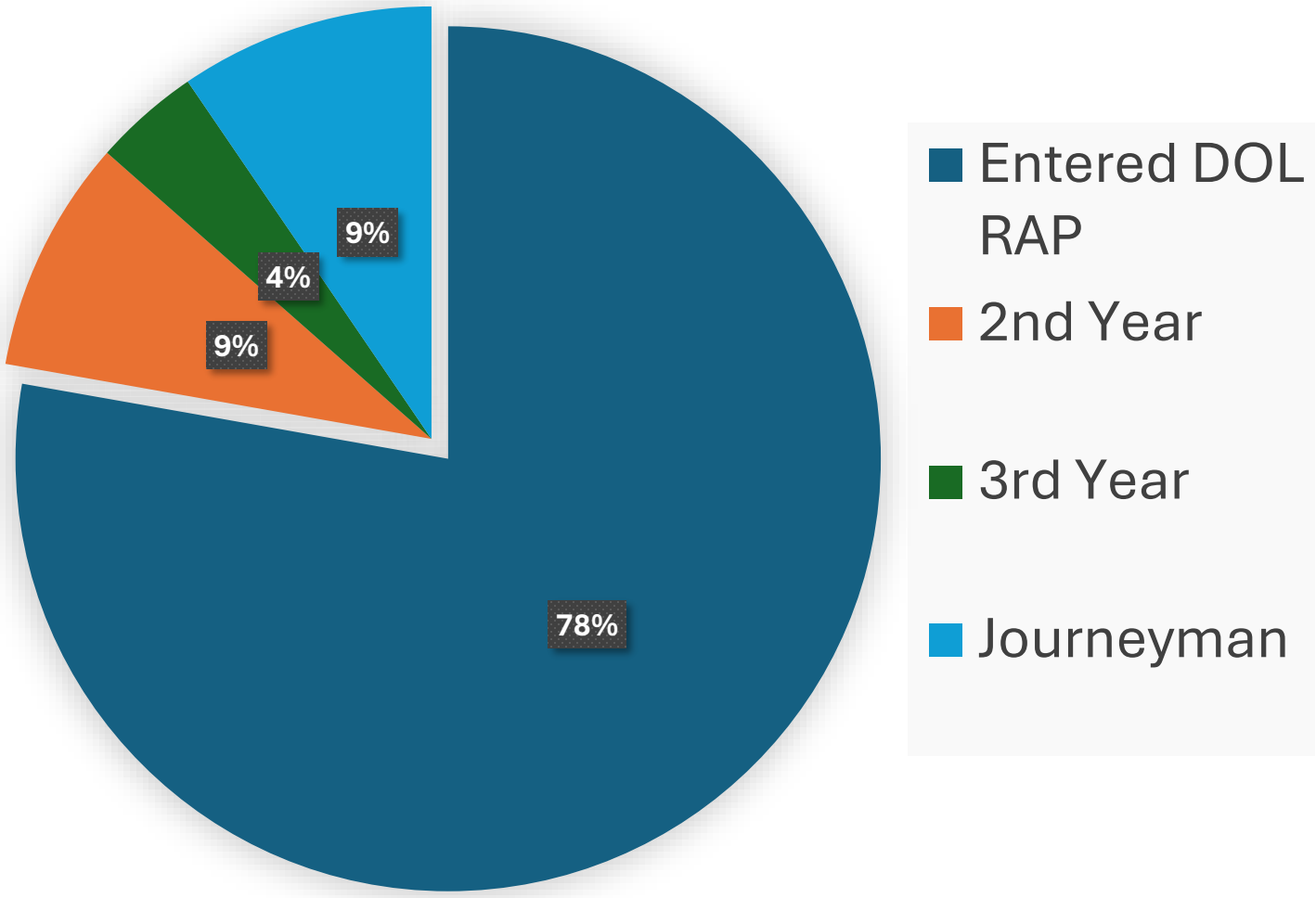

*Note: In the four and a half years since the Illinois Works Pre-Apprenticeship Program began, there have been 12 tracked graduates who have advanced to journeyman status.*

***Data collected from IWRS Post Program Active Tracking Follow-up Questionnaires (PP-ATFQ) N=200***

ILLINOIS WORKS
Pre-Apprenticeship Program

ILLINOIS WORKS

# Program Status




## Apprentices By Status

**Data collected from IWRS Post Program Active Tracking Follow-up Questionnaires (PP-ATFQ) N=200**

ILLINOIS WORKS
Pre-Apprenticeship Program

# Apprentices By Trade




*Data collected from IWRS Post Program Active Tracking Follow-up Questionnaires (PP-ATFQ) N=200*

# Question

Looking at your most successful graduates, what patterns do you see in their readiness, support systems, or program experiences that could improve your approach to delivering this program?

What advice might those graduates give to the next cohort?



# Question

Which construction trade are your graduates finding the most success?



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# Question

What elements of your program have had the strongest influence on participants successfully entering and persisting in a registered apprenticeship program?

What would you replicate?



ILLINOIS WORKS
Pre-Apprenticeship Program

# Apprentice Journeys and Success Stories

ILLINOIS WORKS
Pre-Apprenticeship Program

# Graduate Pathways Across Illinois

## Malichi Elliott

Chicago Build

**Operating Engineers Local 399**

Journeyman

## Carlos Williams

Macon County

**Laborer  Local 159**

Journeyman

## Quashon Adams

Macon County

**Carpenter's Local 270**

Entered DOL RAP

## Taylor Dobson

HIRE360

**Carpenter's Local 174**

Entered DOL RAP

# Graduate Pathways Across Illinois

## Saul Godoy

Rock Island County

**Cement Mason**

Entered DOL RAP

## Aiyana Austin

Danville CC

**IBEW**

Entered DOL RAP

## Jerray Johnson

SWIC

**Ironworker Local 396**

Entered DOL RAP

## Owen Sullivan

SkillsUSA

**Carpenter Local 220**

Journeyman

# Graduate Pathways Across Illinois

## Garrett Wood

SkillsUSA

**Laborer Local 165**

Journeyman

## Gabriel Wood

SkillsUSA

**Laborer Local 165**

Journeyman

## Garrett Sander

SkillsUSA

**Auto Mechanical**

Journeyman

## Adrielle Lockett

CWIT

**Painters Local 1332**

Journeyman

# Mr. Shaqir Mustapha

Mr. Shaqir Mustapha is 29 years old and started his pre-apprentice training with EDDR Chicago in September 2025.

“It’s been a wonderful experience for me. Just a few years back, I would have never thought of a career in construction. I was aiming more towards fitness training. Now, I’m glad I made the decision to go forward with the ***Carpentry Apprenticeship Program.*** They are like family to me ! Work in the field can be tough, but ***ONLY*** the strongest survive. I never gave up! I just stuck with the good and bad, and now it’s all paying off. The more I learn about the industry itself, the more I see myself falling in love with it.”

Thank you all - Shaqir Mustapha




ILLINOIS WORKS
Pre-Apprenticeship Program

# Mr. Leonard Obioma

Mr. Leonard Obioma graduated from Illinois Works Pre-Apprentice Program through ABC of Illinois in 2025. He was trained in the DuPage County location for Community Builders.

He is currently enrolled in an Electrical Level 1 training program at ABC of Illinois.



ILLINOIS WORKS
Pre-Apprenticeship Program

# Mr. Rodrigo Sanchez

Mr. Sanchez graduated from EDDR Foundation Chicago in 2025. He was accepted into Eduation Design Development Research Corporation DOL RAP in June 2025. His field of study is electricians.




ILLINOIS WORKS
Pre-Apprenticeship Progra

# Ms. Carmen Diaz Rueda

Ms. Carmen Diaz graduated from from HIRE360 in 2025. She was accepted into the Carpenters Local 174 on February 9, 2026.

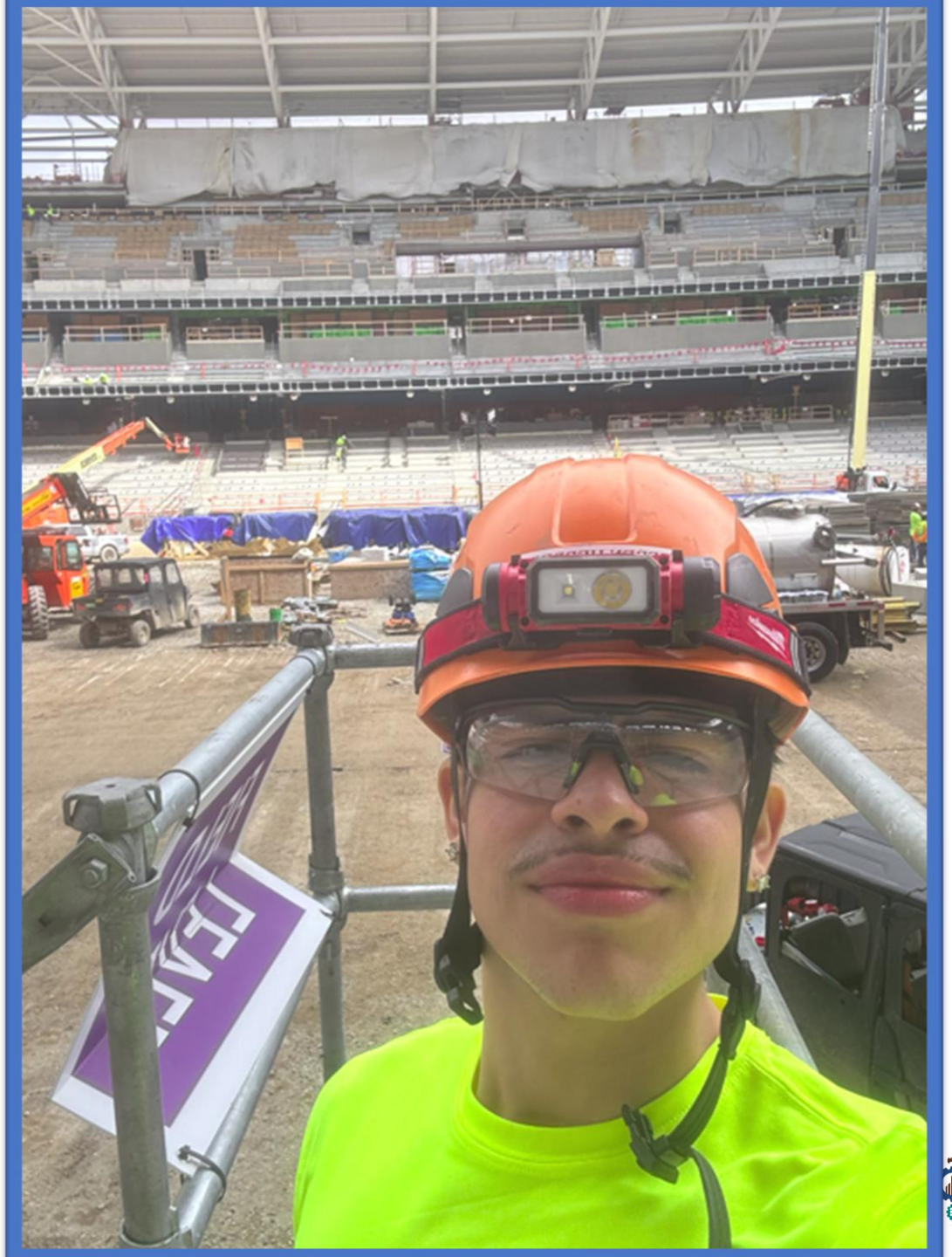



ILLINOIS WORKS
Pre-Apprenticeship Program

# Mr. Efren Herrera

Mr. Efren Herrera is a 23 year-old graduate of the Illinois Works Pre-Apprenticeship Program through Lewis Univeristy.

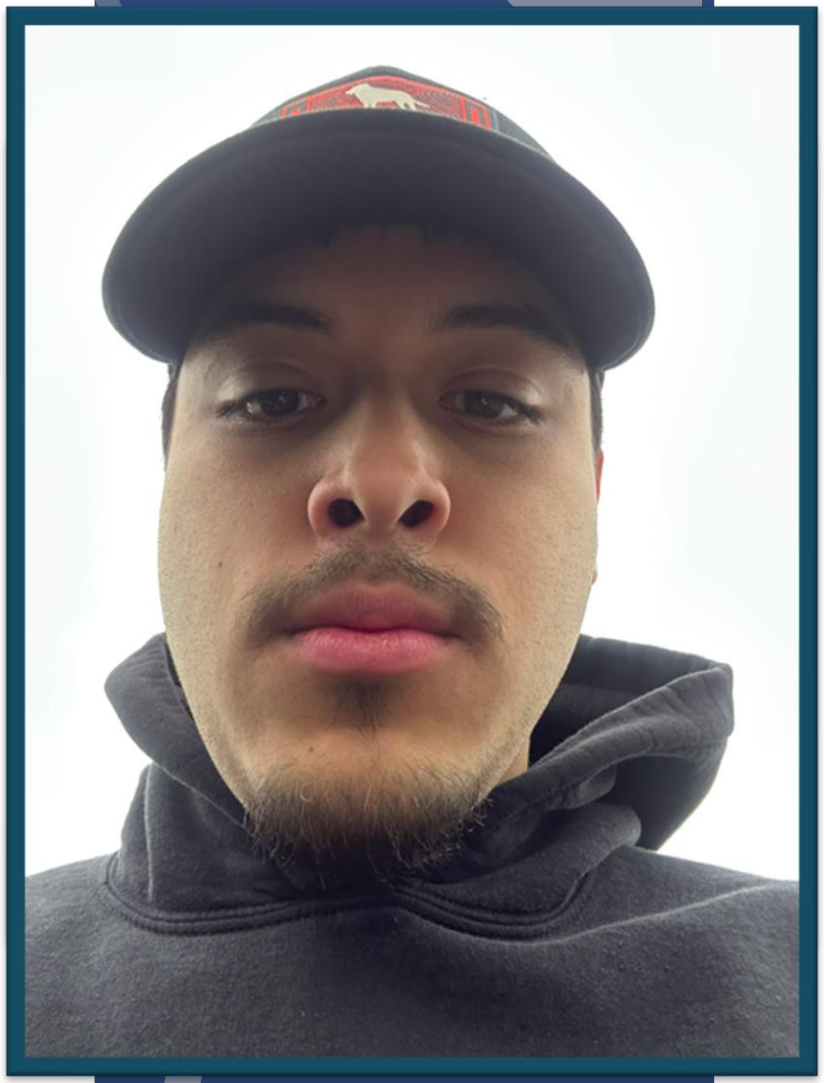
He is currently a Terrazzo apprentice with Local 21 Bricklayers.



ILLINOIS WORKS
Pre-Apprenticeship Program

# Mr. Daniel Brian Diaz

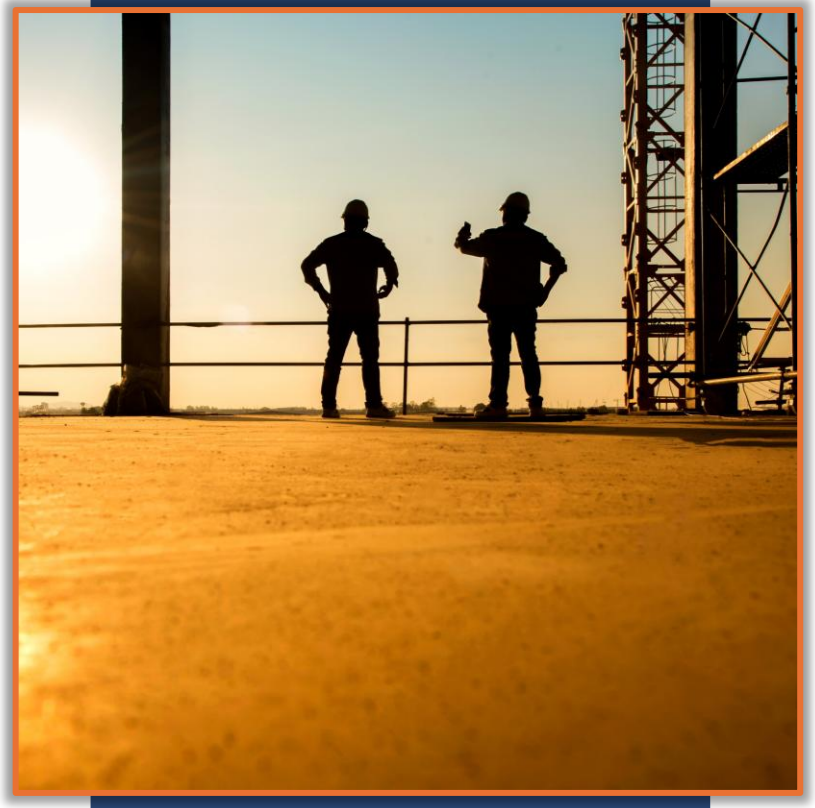
Mr. Daniel Brian Diaz graduated from the ILWPP in 2025. He is currently a registered apprentice with Milwright Local 1693.



ILLINOIS WORKS
Pre-Apprenticeship Program

# Mr. Ian Robert McDowell

Mr.Ian McDowell graduated from the ILWPP in 2025. He is currently an apprentice with the DOL Plumbers Apprenticeship Training Local 597.



ILLINOIS WORKS
Pre-Apprenticeship Program

# Mr. Irving Rivera

Mr. Irving Rivera graduated from the Illinois Works Pre-Apprenticeship Program and was trained through HACIA in 2025.

He is currently enrolled in a DOL RAP at IBEW Local 134 union in the electrical trade.

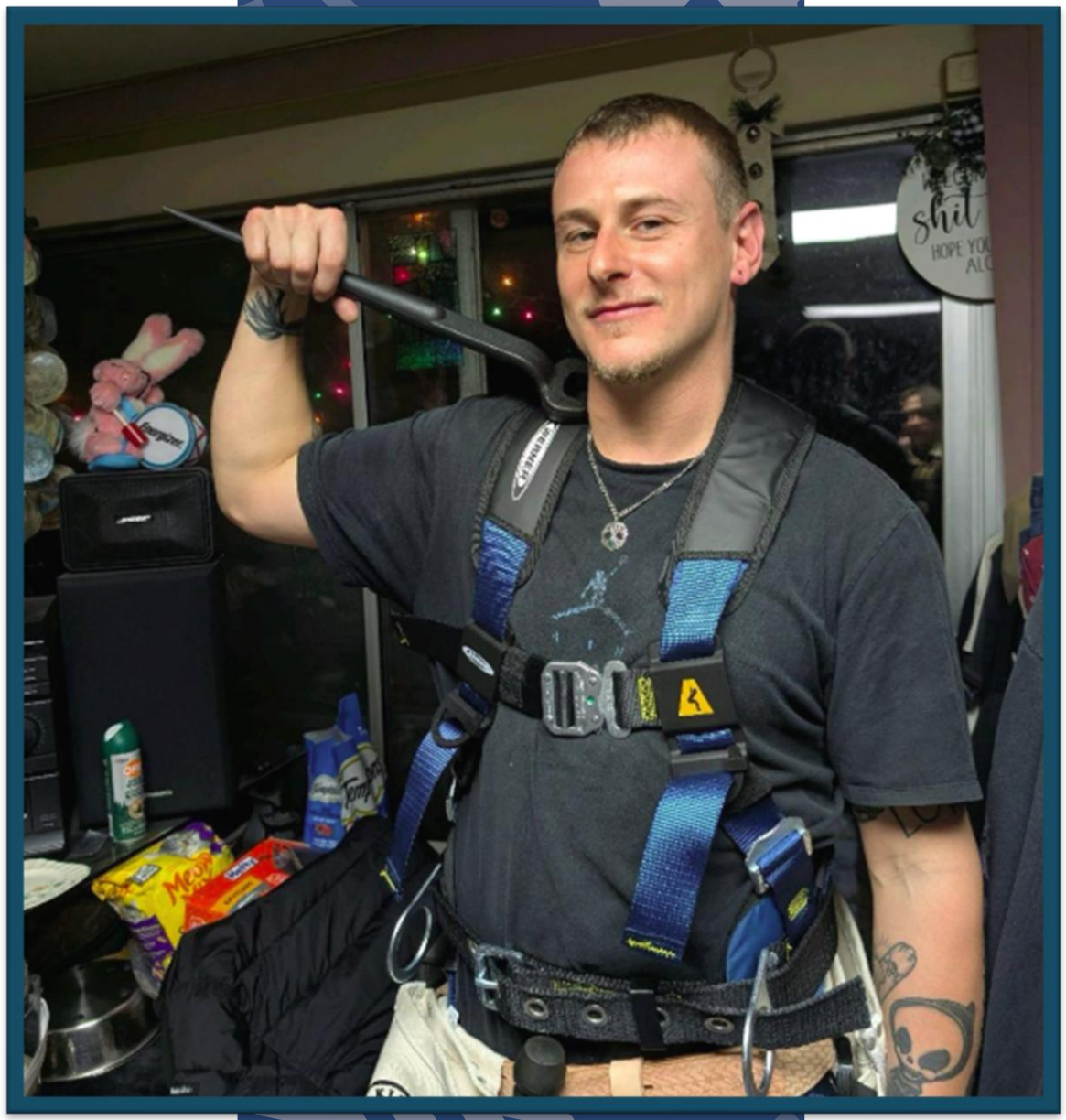


ILLINOIS WORKS
Pre-Apprenticeship Program

# Mr. Nick Green

Mr. Nick Green graduated from the Illinois Works Pre-Apprenticeship Program and was trained through Southwestern Illinois College in 2025.

He is currently enrolled in Ironworks trade.




ILLINOIS WORKS
Pre-Apprenticeship Program

# Neffer Kerr

Neffer Kerr is an exemplary Illinois Works Pre-Apprenticeship Program graduate from Rincon Family Services. She  entered the Carpentry and Construction field in the pursuit of financial stability and long-term career growth.

Ms. Kerr earned her Carpentry and Construction Certificate from Dawson Technical Institute (Kennedy-King College).  Neffer was also recently indentured into the ***Mid-America Carpenters Regional Council Apprentice & Training Program***, supported by a strong endorsement from her mentor, Rashan Walker.

She is currently completing her AAS in Construction Management.



ILLINOIS WORKS
Pre-Apprenticeship Program



# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor





**Jamillah Muhammad** is the Education-to-Careers Director for the Construction Industry Service Corporation (CISCO). In this role, she delivers vital career information about the building trades and their apprenticeship programs to students and adults across schools, community colleges, faith-based organizations, community groups, and other educational settings.

Born and raised in Chicago's Englewood neighborhood, Jamillah graduated from Bogan High School before beginning her career in the trades with the International Brotherhood of Electrical Workers (IBEW) Local Union 134. She is a proud 14-year Journeyman Communications Electrician and previously served as an instructor at the IBEW NECA Technical Institute in Alsip, helping to train and guide future trades professionals.

Jamillah is deeply committed to workforce development and mentorship. She actively supports and mentors through Chicago Women in Trades (CWIT), where she also serves on the board. Additionally, she is a delegate of the Chicago Federation of Labor, Secretary-Treasurer for the Illinois State Apprenticeship Committee & Conference, Chair of the Apprenticeship Information Committee, and a Board Member of the IBEW/CFL Scholarship Committee.

While her professional accomplishments are numerous, Jamillah's greatest treasure is her children, who continue to inspire her every day.

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# From Apprentice to Impact: My Journey Through the Trades and Lessons for the Next Generation




## Jamillah Muhammad

**Assistant Executive Director of CISCO**


ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Illinois Department of Commerce & Economic Opportunity

ILLINOIS

# Objectives

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



- Understand the journey from apprenticeship to a career in the trades
- Identify the expectations and realities of entering a Registered Apprenticeship Program
- Recognize the soft skills necessary for success in the trades
- Learn strategies for overcoming common apprenticeship challenges
- Identify ways to successfully transition into a RAP or Local Union
- Understand how to build meaningful relationships with contractors and industry partners
- Gain practical insight and motivation from a real world trades career journey

ILLINOIS WORKS

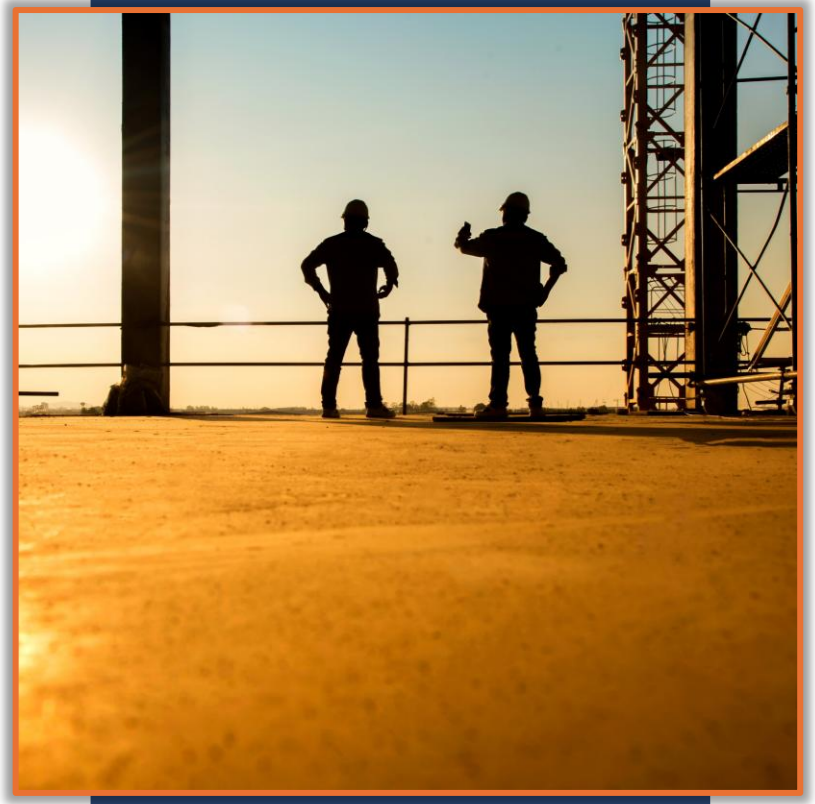
# My Journey: From Apprentice to Journeyperson

- How I found the trades
- Entering an apprenticeship and what I expected
- Challenges I experienced along the way
- Completing my apprenticeship and becoming a Journeyperson
- How my experience in the field eventually led me to my current role with CISCO



# What It Really Takes to Succeed in the Trades

- Commitment and consistency
- Showing up and being dependable
- Learning from mistakes
- Being willing to ask questions
- Taking ownership of your career
- Understanding that success does not happen overnight



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# The Reality of Entering a Registered Apprenticeship Program

- Adjusting to the expectations of the workplace
- Balancing classroom training with work
- Working under different personalities and leadership styles
- Transportation and getting to work on time
- Financial challenges while starting out
- Learning workplace culture and expectations
- Staying committed when the work becomes difficult



# The Soft Skills That Can Make or Break Your Apprenticeship

- Communication
- Attendance and punctuality
- Professionalism
- Accountability
- Teamwork
- Taking direction and receiving constructive criticism
- Problem solving
- Respect for coworkers, supervisors and the work



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# What I Would Tell Illinois Works Students Today

- Stay focused on why you started
- Do not let one bad experience define your career
- Ask for help before a small problem becomes a major one
- Build relationships with people who are invested in your success
- Take advantage of every training and networking opportunity
- Understand that your reputation follows you



# How Grantees Can Better Prepare Participants for the Trades

- Set realistic expectations about apprenticeship and construction careers
- Prepare participants for the culture and expectations of the workplace
- Help address barriers such as transportation, documentation and scheduling
- Connect students with apprenticeship programs and Local Unions early
- Provide continued support after placement rather than ending support at the point of referral
- Help participants understand how to navigate their first year



ILLINOIS WORKS

# Building Relationships With Contractors and Trade Associations

- Understand what contractors are looking for
- Build relationships before you need a placement
- Create opportunities for students to meet contractors and union representatives
- Communicate consistently and professionally
- Understand that relationships are built on trust and follow through
- Use industry partners as resources, mentors and potential pathways to employment



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

# From Student to Professional: The Bigger Picture

- Your first opportunity may not be your destination
- Careers in the trades can create opportunities beyond the field
- Skills developed in the trades can transfer into leadership, education, workforce development and other roles
- Your journey can create a pathway for someone else



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program



# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

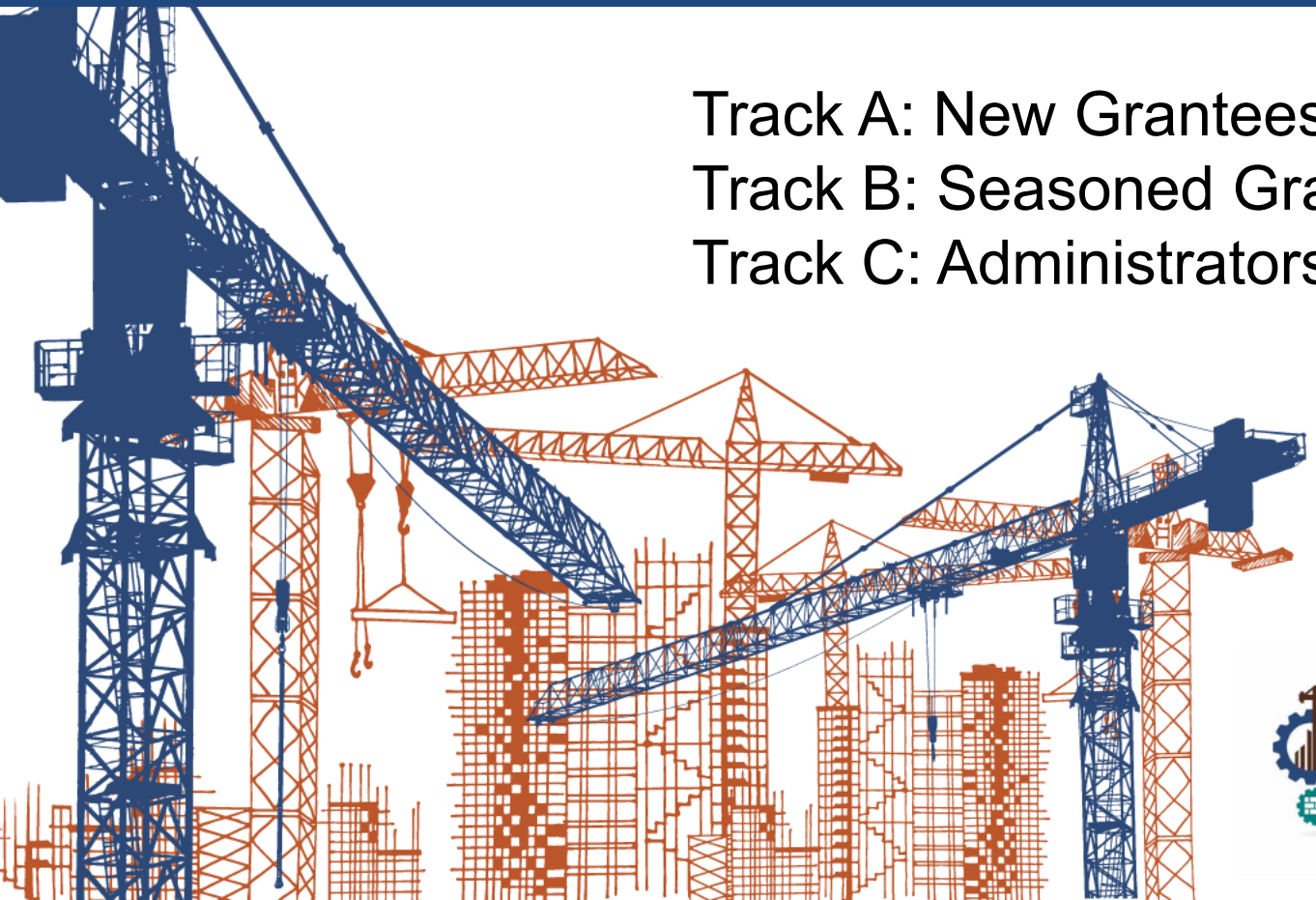


# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Breakout Sessions



Track A: New Grantees (Library)
Track B: Seasoned Grantees (Ballroom)
Track C: Administrators (Boardroom)

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# You Don’t Know What You Don’t Know

## *Attaining Successful Outcomes.*



Ms. Sharhianna Fulce
Illinois Works Programmatic Grant Manager

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Illinois
Department of Commerce
& Economic Opportunity

ILLINOIS

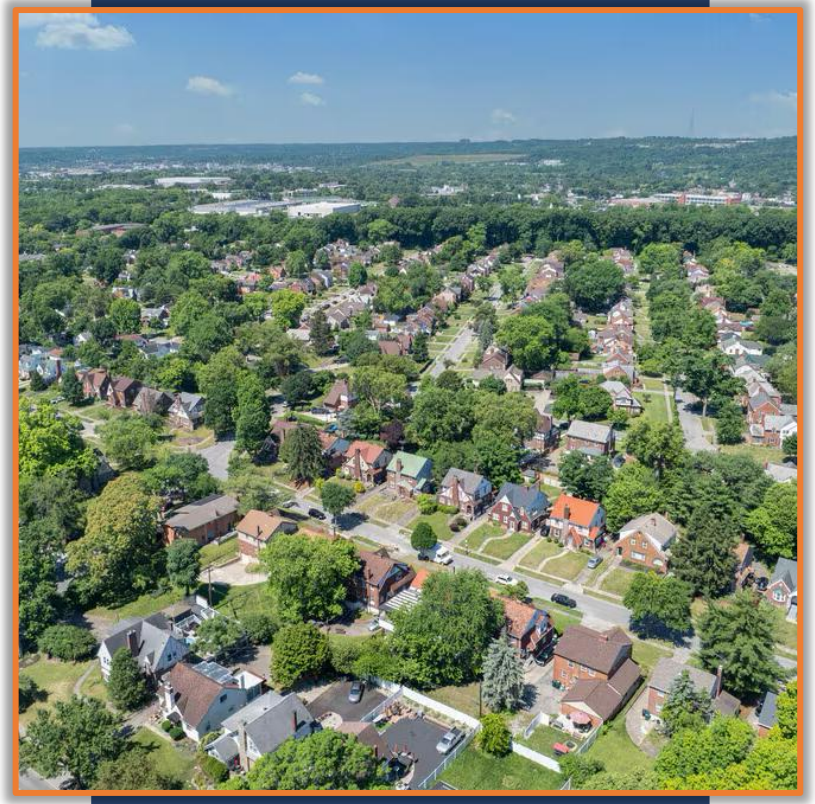
# Objectives



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

- Identify and utilize ILW and partner resources.
- Leverage community partnerships for the things ILW does not offer.
- Understand the proper organization of ILW staff roles.
- Spend more time being proactive vs. reactive.

# The Importance of Knowing Your Community Resource Gaps

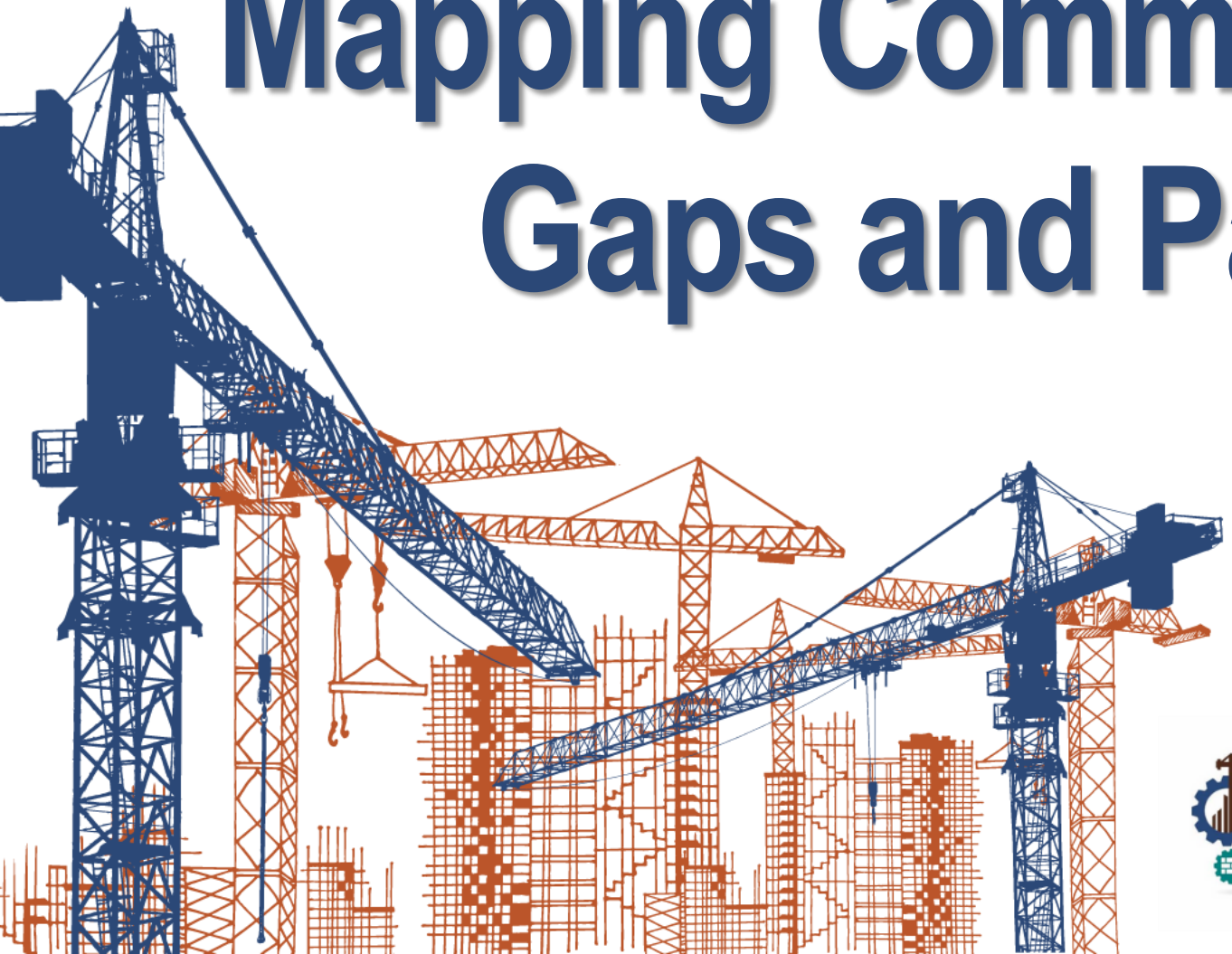


# Why You Need to Know Your Community Resource Gaps

1. Ensures Wraparound Services Are Effective
2. Improves Equity and Access
3. Strengthens Partnerships and Referrals
4. Supports Compliance and Reporting
5. Guides Strategic Use of Funds
6. Aligns with Continuous Improvement



# Activity:
# Mapping Community Resource Gaps and Partnerships



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# The Importance of Proper Staff Roles



# Why You Need to Understand and Organize Your Staff Roles

1. Compliance and Accountability
2. Efficient Use of Resources
3. Improved Participant Experiences
4. Collaboration Across Partners
5. Adaptability and Coverage
6. Supports Continuous Improvement



# Proactive: Taking Action Before A Problem

- Anticipate potential issues.
- Plan ahead
- Take control of situations.
- Focus on long-term goals and outcomes.
- Have a Preventive mindset.
- Schedule regular quality checks
- Address an before it escalates.



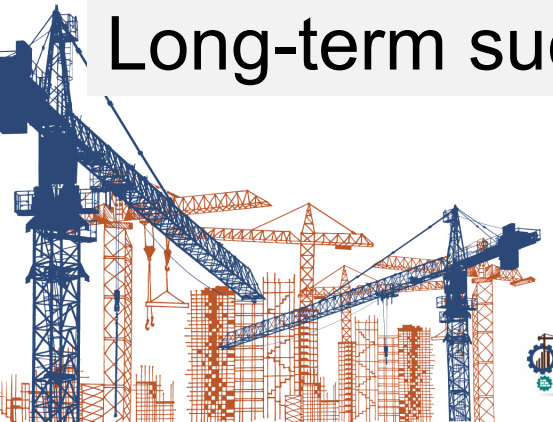
# Reactive: Taking Action After A Problem

- Wait for problems to occur before addressing them.
- Respond under pressure.
- Short-term focus.
- Often driven by emotions or urgency.
- Leads to crisis management.



# Comparison Table

| Feature | Proactive | Reactive |
|---|---|---|
| Timing | Before the issue | After the issue |
| Focus | Prevention, planning | Response, damage control |
| Control | High (self-initiated) | Low (event-initiated) |
| Stress Level | Usually lower | Usually higher |
| Long-term success | More likely | Less predictable |





# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Strategies for a Sustainable Program

*How to gain the best outcomes and results.*




Mr. Edwin Sanchez Molina

Illinois Works Programmatic Grant Manager


ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Illinois
Department of Commerce
& Economic Opportunity

ILLINOIS

# Objectives



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

- Discuss a sustainable program through the lens of staffing.
- Recognize common mistakes on verification documentation when utilizing inappropriate staff as a result of staffing issues.
- Address high turnover rate with non-profit organizations.
- Identify ways your program can survive regardless of who is in the role.

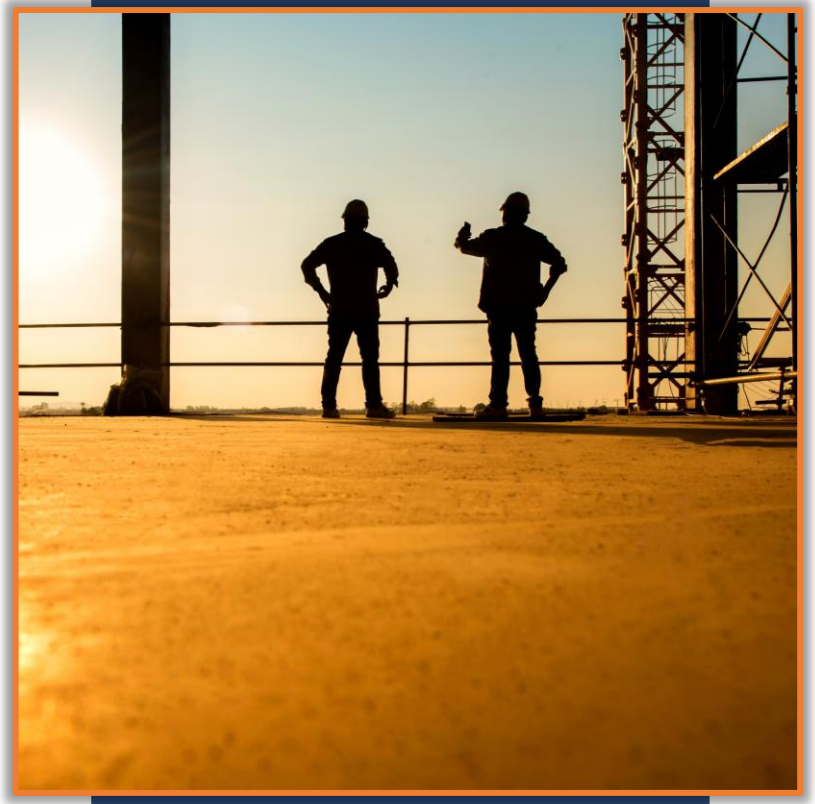
# Sustainable Program through the Lens of Staffing

- Needs Assessment Questionnaire
- Staffing Plan



# Where is the problem?

- Unclear on how to deliver outcomes
- Overlapping roles
- Lack training
- Switching roles



ILLINOIS WORKS

# Sustainable Program through the Lens of Staffing



# Recognizing Common Mistakes

- Inaccurately verifying documentation
- Using an incorrect staff member to do the task
- Lack of communication with Illinois Works Grant Manager



# High Turnover within Non-Profit Organizations

- Impact of high turnover
- Building a sustainable system
  - Build a Process Policy
  - Communicate the Policy
  - Acknowledgement of Policy
  - Assess Skills Gaps
  - Provide Training



# Case Study





ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

ILLINOIS WORKS
Pre-Apprenticeship Program

# Q&A

What approach(es) have you used when your organization experienced turnover?



# Training

- Role of Coaches
- Role of Grant Manager
- Refresher training
- First-time training using webinars
- Attending Orientation



# Case Study



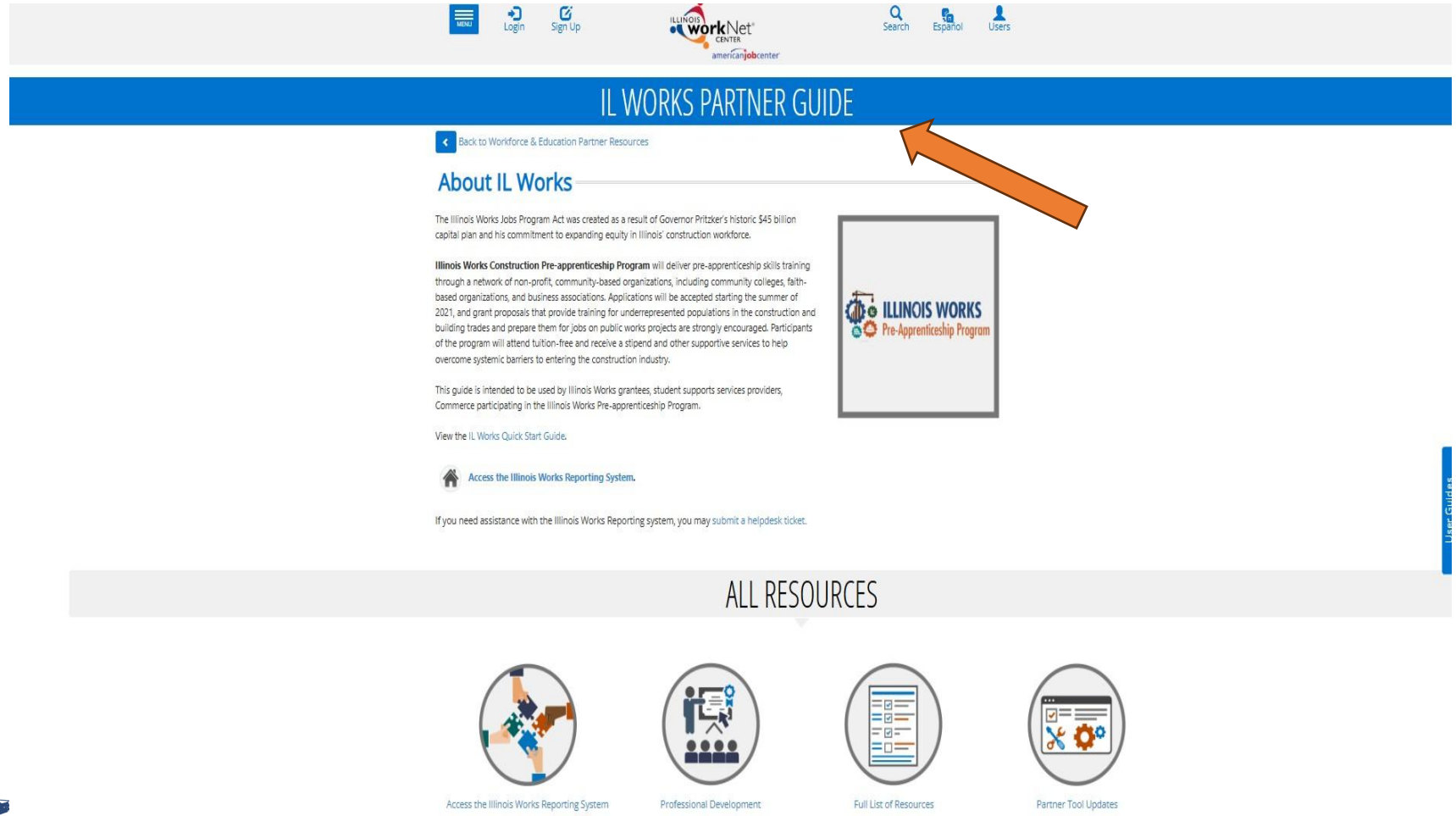


ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

ILLINOIS WORKS
Pre-Apprenticeship Program

# Partner Guide as a Training Resource



# Partner Guide as a Training Resource




## Professional Development

| Event | Event Type | Audience | Date | Registration |
|---|---|---|---|---|
| 2026 ILWPP Administrative Onboarding | In-Person | All Grantee Administrators, Program Managers, & Coordinators | January 28, 2026<br><br>NIU Naperville Conference Center<br>1120 E. Diehl Road<br>Naperville, IL 60563 | **PPR/PFR Training**<br>• Example PFR_Ledger.pdf<br>• Example Support Docs.pdf<br>**ILW Track III Grantees**<br>• ILW Track III Grantees Orientation Slides |
| 2026 Grantee Manual: Session I | Webinar | New Grantee Administrators, Program Managers, & Coordinators | February 5, 2026 (9:30 AM – 12:30 PM) | • Recording<br>• Presentation Slides |
| 2026 Grantee Manual Updates | Webinar | Renewal Administrators, Program Managers, & Coordinators | February 3, 2026 (9:30 AM – 12:30 PM) | • Recording<br>• Presentation Slides |
| 2026 IWRS: Session I | Webinar | New Administrators & Program Managers | February 17, 2026 (9:30 AM – 12:30 PM) | • Recording<br>• Presentation Slides |
| 2026 Grantee Manual: Session II | Webinar | New Grantee Administrators, Program Managers, & Coordinators | February 19, 2026 (9:30 AM – 12:30 PM) | • Recording<br>• Presentation Slides |
| 2026 Grantee Manual: Session III | Webinar | New Grantee Administrators, Program Managers, & Coordinators | February 23, 2026 (9:30 AM – 12:30 PM) | • Recording<br>• Presentation Slides |
| Illinois Works Reporting System II, III, IV | In-Person | New Grantee Administrators, Program Managers, & Data Entry Coordinators<br><br>*To fully engage in this presentation, you are **required** to bring your **laptop or iPad/Tablet**.* | February 25, 2026<br><br>NIU Dekalb Conference Center<br>NIU Visitor Center<br>231 N. Annie Gidden Road<br>DeKalb, IL 60115 | • Recording<br>• Presentation Slides<br>• IWRS Test Plan |
| 2026 IWRS Updates | Webinar | Renewal Administrators, Program Managers, & Coordinators | March 3rd, 2026 9:30 AM - 12:30 PM) | • Recording<br>• Presentation Slides |
| 2026 Illinois Works Coaching Needs Assessment Questionnaire | Webinar | All Grantee Administrators & Program Managers | March 5, 2026 (9:30 AM – 12:30 PM) | • Recording<br>• Presentation Slides |
| | | | | • Recording |

# Partner Guide as a Training Resource




| | | | | |
|---|---|---|---|---|
| Wraparound Service Coordinator (WSC) CoP | Illinois Works Learning Management System (ILW-LMS) | Wraparound Service Coordinator | June 25, 2026 (10:00 AM - 11:15 AM) | • Recording<br>• Presentation Slides |
| Transition Service Coordinator (TSC) CoP | Illinois Works Learning Management System (ILW-LMS) | Transition Service Coordinator | June 30, 2026 (10:00 AM – 11:30 AM) | • Recording<br>• Presentation Slides |
| Track III Administrators & Program Managers Q3 CoP | Webinar | Track III Grantee Administrators & Program Managers | July 27, 2026 (10:00 AM - 12:00 PM) | • Recording<br>• Presentation Slides |
| Transition Service Coordinator (TSC) CoP | Webinar | Transition Service Coordinator | August 13, 2026 (10:00 AM - 11:30 AM) | • Recording<br>• Presentation Slides |
| Transition Service Coordinator (TSC) CoP | Webinar | Transition Service Coordinator | September 3, 2026 (10:00 AM - 11:30 AM) | • Recording<br>• Presentation Slides |
| 2026 ILWPP Grantee Renewal Process Information Session | Webinar | Program Administrators / Managers | September 9, 2026 | • Recording<br>• Presentation Slides |
| 2026 ILWPP Financial Payment Model Update | Webinar | Program Administrators / Managers | Septemver 24, 2026 | • Recording<br>• Presentation Slides<br>• ILWPP Financial Reporting Process and Payment Model |
| Track III Administrators & Program Managers CoP | Webinar | Track III Grantee Administrators & Program Managers | September 29, 2026 (10:00 AM - 12:00 PM) | • Recording<br>• Presentation Slides |
| Data Entry Coordinator CoP | Webinar | Data Entry Service Coordinators | September 30, 2026 (1:00 PM - 2:30 PM) | • Recording<br>• Presentation Slides |
| Transition Service Coordinator (TSC) CoP | Webinar | Transition Service Coordinator | October 27, 2026 (10:00 AM - 11:30 AM) | • Registration |
| Instructors and Trainers Q3 CoP | Webinar | Instructors, Trainers, & Facilitators, Training Coordinators | October 29, 2026 (10:00 AM - 11:15 AM) | • Registration |
| 2026 ILW Annual Conference | In-Person | All Grantee Administrators, Program Managers, & Coordinators | October 14 & 15, 2026<br><br>NIU Dekalb Conference Center<br>NIU Visitor Center | • 2026 ILWPP Annual Conference Registration |

ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

# Program Survival Regardless of Who is in the Role

- Implement Systems
- Succession Planning
- Cross-Training
- Internal Mentorship





# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# 2026 Q3 Administrators' Meeting

Norman Ruano | October 14, 2026



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governo-

ILLINOIS WORKS
Pre-Apprenticeship Program

# Session Overview

I. Current Status of ILWPP

II. ILWPP Grantee Manual Updates

III. Technology Updates

IV. Program Improvement Brainstorm



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governo

ILLINOIS WORKS
Pre-Apprenticeship Program

# Current Status of ILWPP



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Pre-Apprenticeship Program

# Current Status of ILWPP

## Network Size and Capacity

- Our present provider network consists of **37** grantees, all fully operational, with capacity to serve about **1,800** participants
- Based on the applications we received in response to the 2026 NOFO, we expect to have around **40 to 45** providers with capacity to serve 2,000 participants
- That will be our maximum capacity moving forward!
- Every year we will issue NOFOs to sustain the provider network

# Current Status of ILWPP

## Pre-Apprenticeship Program Staffing

- New Pre-Apprenticeship Senior Program Manager was hired—DAN Martinez
- Four new Financial Grant Managers were hired and trained (Jessica, Vanetta, Terrance, and Alison)
- Org. structure of the program: Four Financial Grant Managers including a Monitor, three Programmatic Grant Managers, and Senior Program Manager (we are fully staffed)
- **OGM no longer manages the finances of our grants!**

ILLINOIS WORKS
Pre-Apprenticeship Program

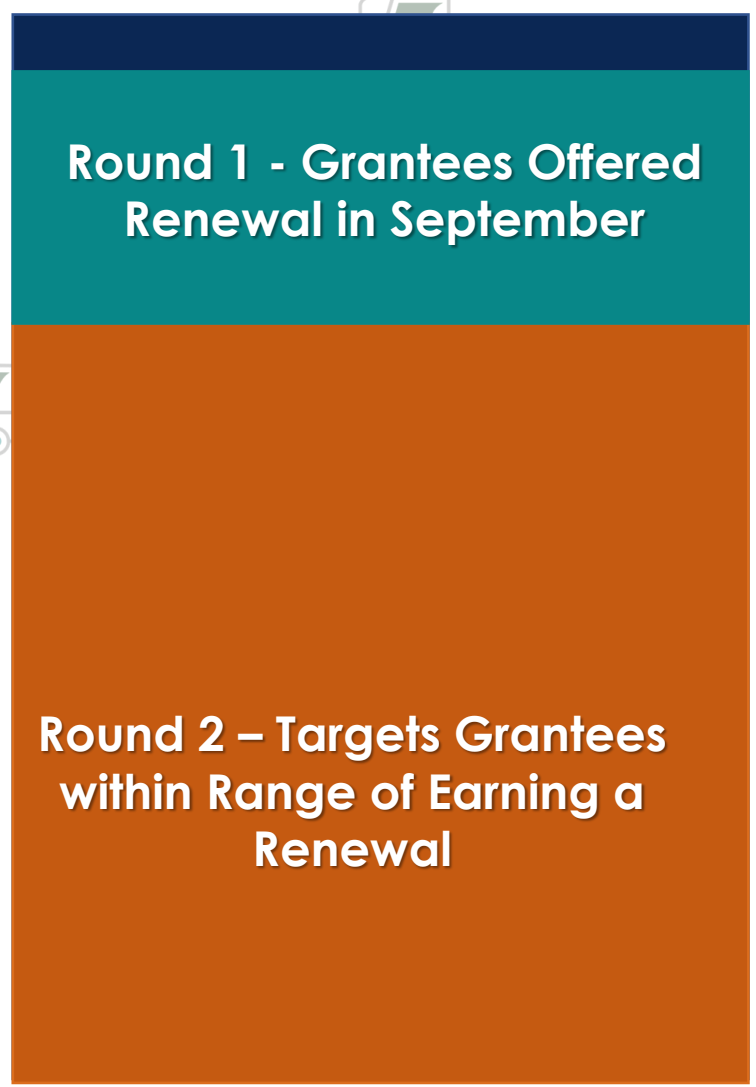
# Current Status of ILWPP

## Career Services Program Staffing

- Two new Senior Career Services Managers were hired (Sarah for Central and Southern Illinois, and Enisa for Northern Illinois including the metro area)

- Four Career Specialists were hired and three more will join November of 2026

# Current Status of ILWPP




## Renewal

**Round 1 –** Renewal offers went out last week October 5, 2026.

Renewal documents for **round 1 are due on October 16.**

**Round 2 –** Targets grantees within range of earning a renewal invitation in October.

**Data for round 2 will was pulled October 9.**

**Renewal notices will go out October 28.**

**Based on simulations, we expect about 80% of grantees to be offered renewal.**

ILLINOIS WORKS
Pre-Apprenticeship Program

# Current Status of ILWPP

## Renewal

- We will send out a renewal pocket this Friday, the 16th of October, to get a headstart on the required documents

- We will then let you know if you are offered renewal through an official offer letter

- What if you are not renewed:
    - You can submit an appeal if you have special circumstances for us to consider
    - You can apply for funding through the next NOFO in 2027

# Current Status of ILWPP

## Monthly Compliance Reports

- What is it?
- Why does it matter for your program?
- What do you do with them?

# ILWPP Grantee Manual Updates

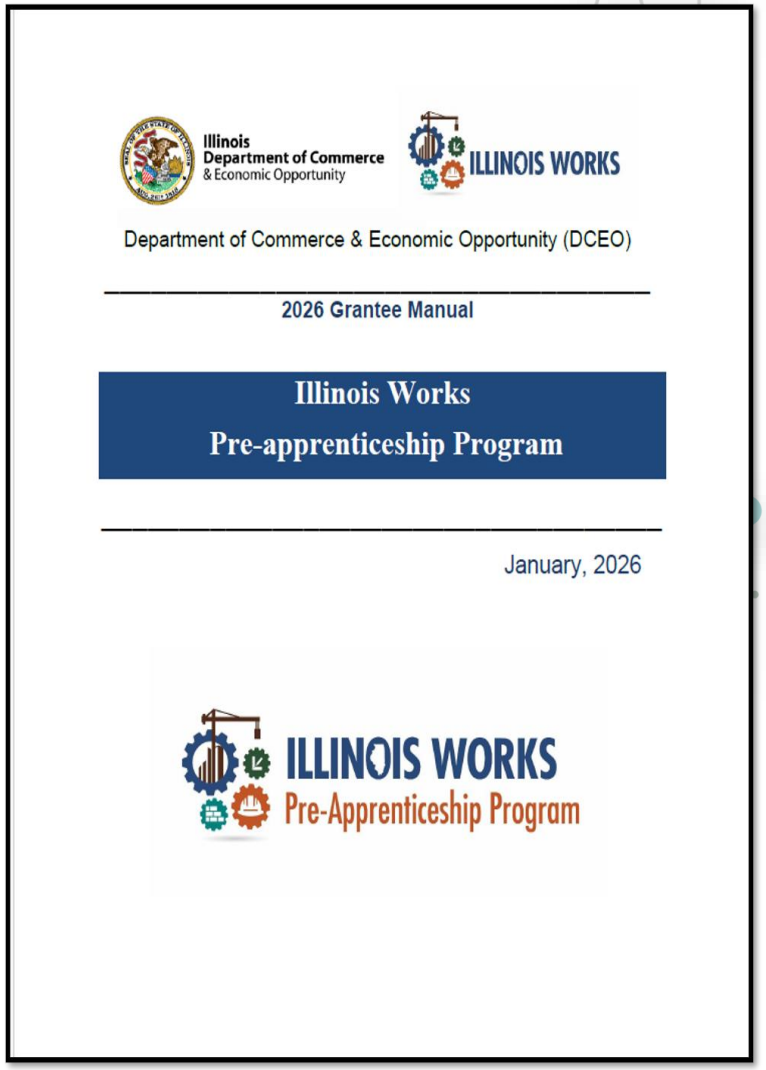


ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governo

ILLINOIS WORKS
Pre-Apprenticeship Program

# ILWPP Grantee Manual Updates


Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS

Department of Commerce & Economic Opportunity (DCEO)

2026 Grantee Manual

**Illinois Works**
**Pre-apprenticeship Program**

January, 2026

ILLINOIS WORKS
Pre-Apprenticeship Program

ILWPP has a rolling list of updates each year.

Several changes are anticipated for the 2027 **Grant year**.

Changes are often rooted in grantee recommendations, guidance, legislation or DCEO leadership.

# ILWPP Grantee Manual Updates

At a high-level, you can anticipate updates to the following guidance regarding:

- Grantee Career Fairs
- Wrap-around services paid for by other funding sources
- Practice exams for entrance into apprenticeship programs
- Transitioning graduate to family-owned employment
- Closeout process
- Regional Career Fairs
- **Additional **definitions** added to the definitions section.*



ILLINOIS WORKS
Pre-Apprenticeship Program

# Technology Updates

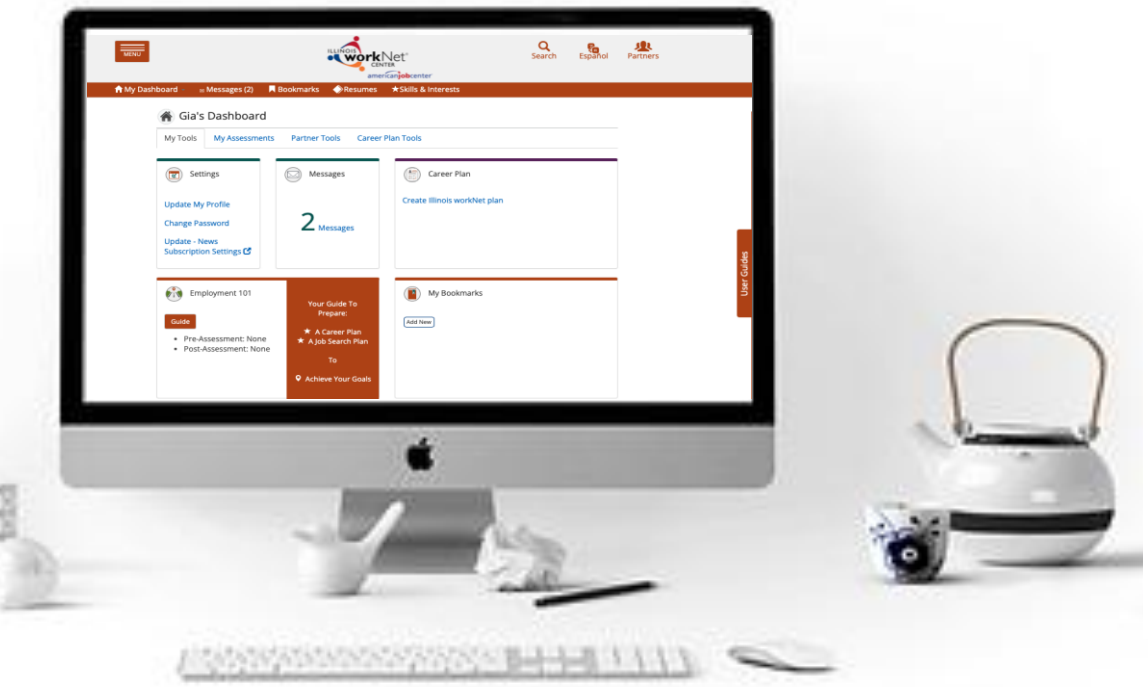


ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Pre-Apprenticeship Program

# IWRS Updates




Unlike the Grantee Manual that is updated annually, IWRS updates are implemented throughout the year, with the following goals:

- Improving data quality
- Improving the grantee experience
- Ensuring compliance with the ILW legislation and guidance

ILWPP has implemented a committee dedicated to evaluate, approve, and implement changes in IWRS

ILLINOIS WORKS
Pre-Apprenticeship Program

# IWRS Updates

- This year we executed more than 30 updates to IWRS resulting mainly from grantee requests (**Phase 1**).
    - These updates were done by the end of September.

- We will conclude **Phase 2** of the project at the end of December with improvements focused on:
    - Automating the Monthly Compliance Review process
    - Automating the Annual Closeout Process.



ILLINOIS WORKS
Pre-Apprenticeship Program

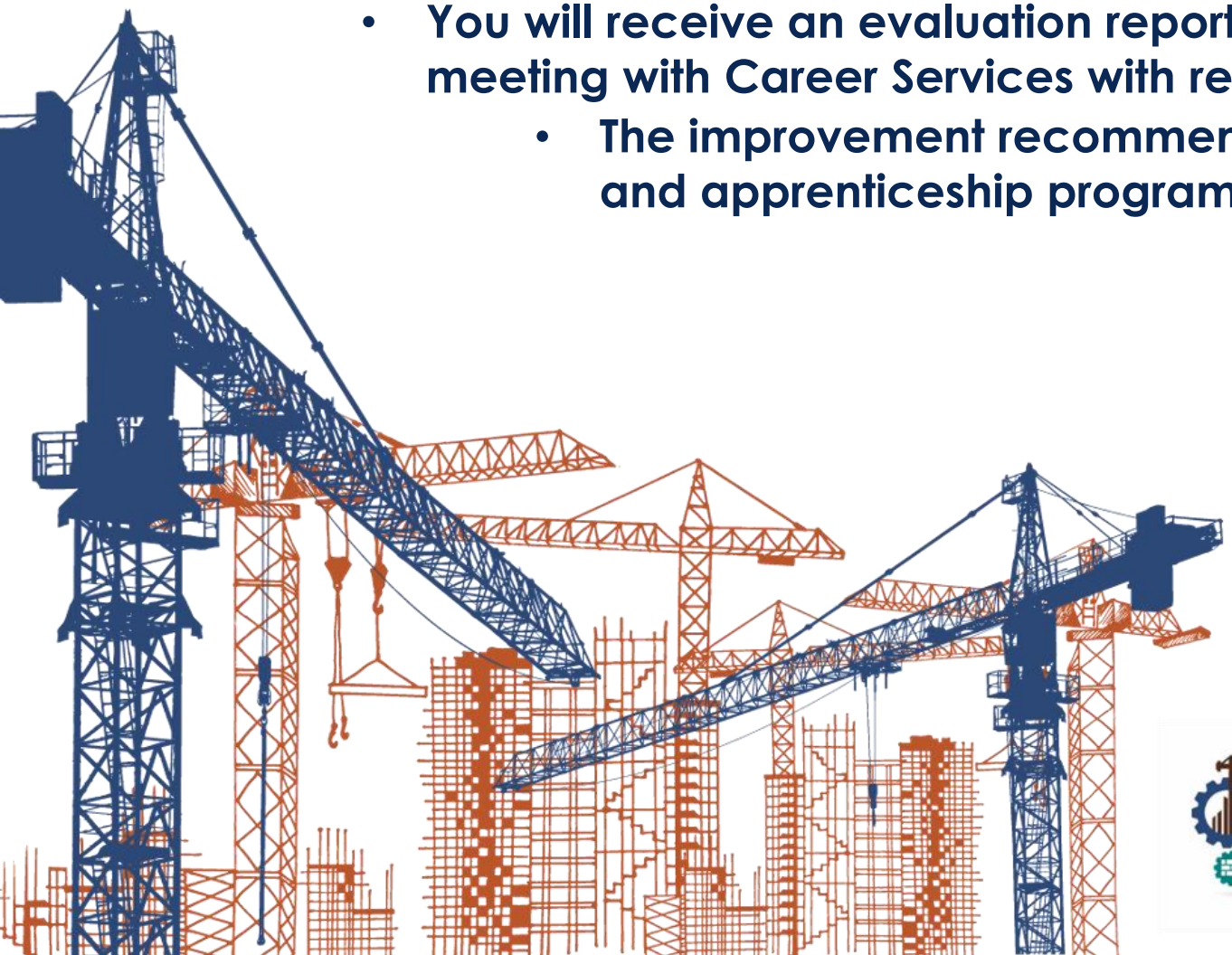
Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governo

ILLINOIS WORKS
Pre-Apprenticeship Program

# Career Fair Coordination Tool

- This is a vital tool for us to work together on executing all career fairs.

- **You will receive an evaluation report before the end of the year before the debrief meeting with Career Services with recommendations for improvement**
  - **The improvement recommendations come from the graduates, contractors, and apprenticeship programs who attended and completed the evaluation**



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic
JB Pritzker, Governo

ILLINOIS WORKS
Pre-Apprenticeship Program

# Payment Model and Dashboard

- We rolled out a new Payment Model. This will address any delays in payment:
  - Challenges: no PFRs, PFRs with missing or incomplete backup data, expenses that do not add up or are not budgeted.

- **Grantee dashboard will be rolled out in the next two months.**

- **Evaluation of model will be conducted in January, 2027.**



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governo

ILLINOIS WORKS
Pre-Apprenticeship Program

# Program Improvement Brainstorm



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Pre-Apprenticeship Program

# Main Program Issues



- Data quality
- Transition services delivery, data entry, and evidence

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Pre-Apprenticeship Program

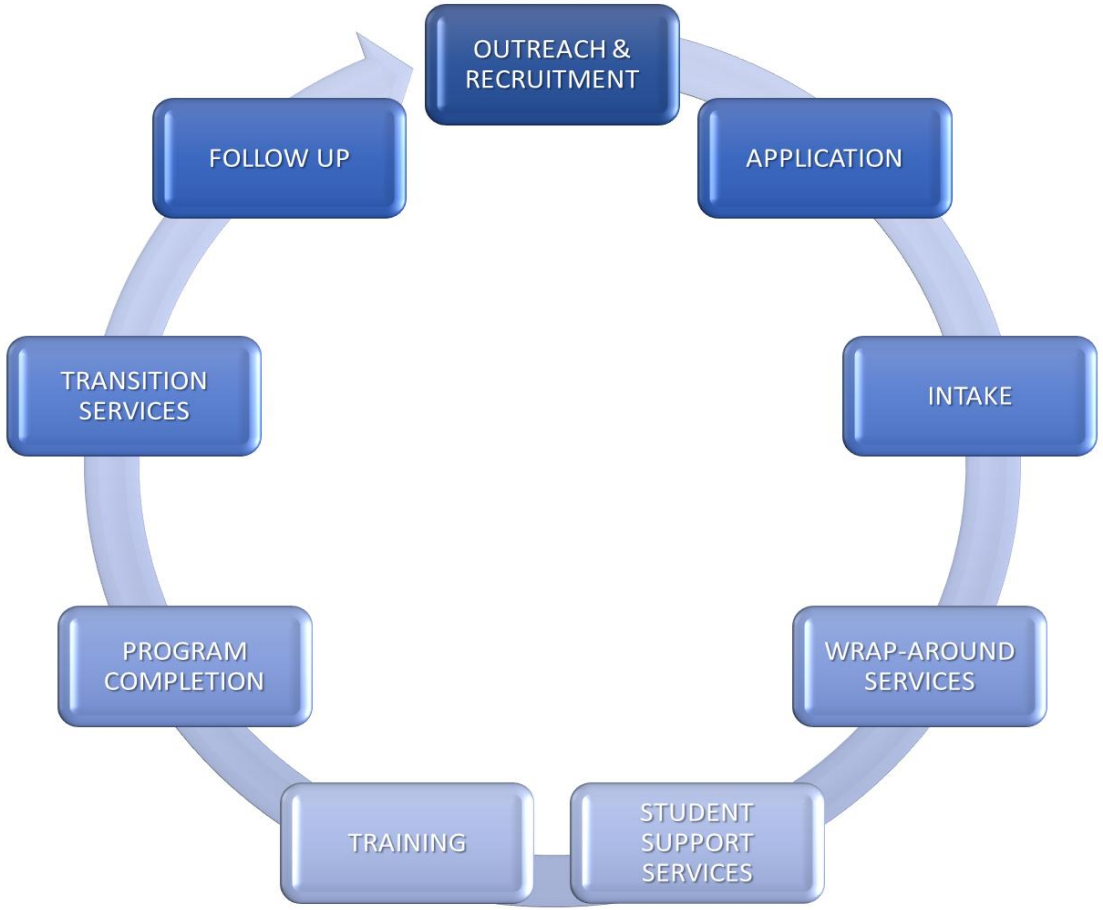
# Program Improvement Brainstorm

Imagine you have a magic wand, and you can make 3 improvements to your program.

What would those be?

**Take 5 minutes, and share with the group**





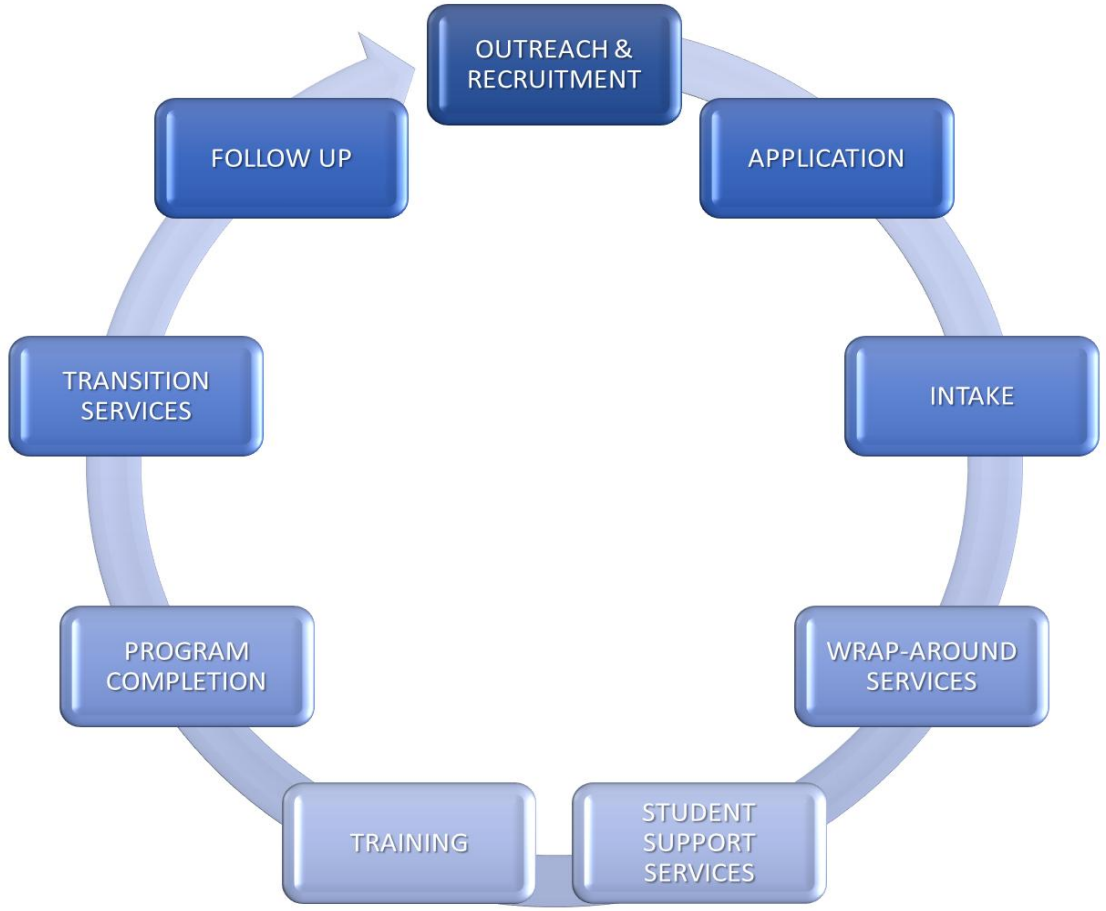

ILLINOIS WORKS
Pre-Apprenticeship Program

# Transition Services Brainstorm

Imagine you have a magic wand, and you can make 3 improvements to your transition services.

What would those be?

**Take 10 minutes to work in a group of 4, and share with the group**




ILLINOIS WORKS
Pre-Apprenticeship Program

# Transition Services Brainstorm



**Take 10 minutes** to visit each group's paper to read their list of top 3.

Choose your personal top pick as the most important changes across the groups.

Then, we will review the recommer

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Pre-Apprenticeship Program

# Brainstorm Debrief

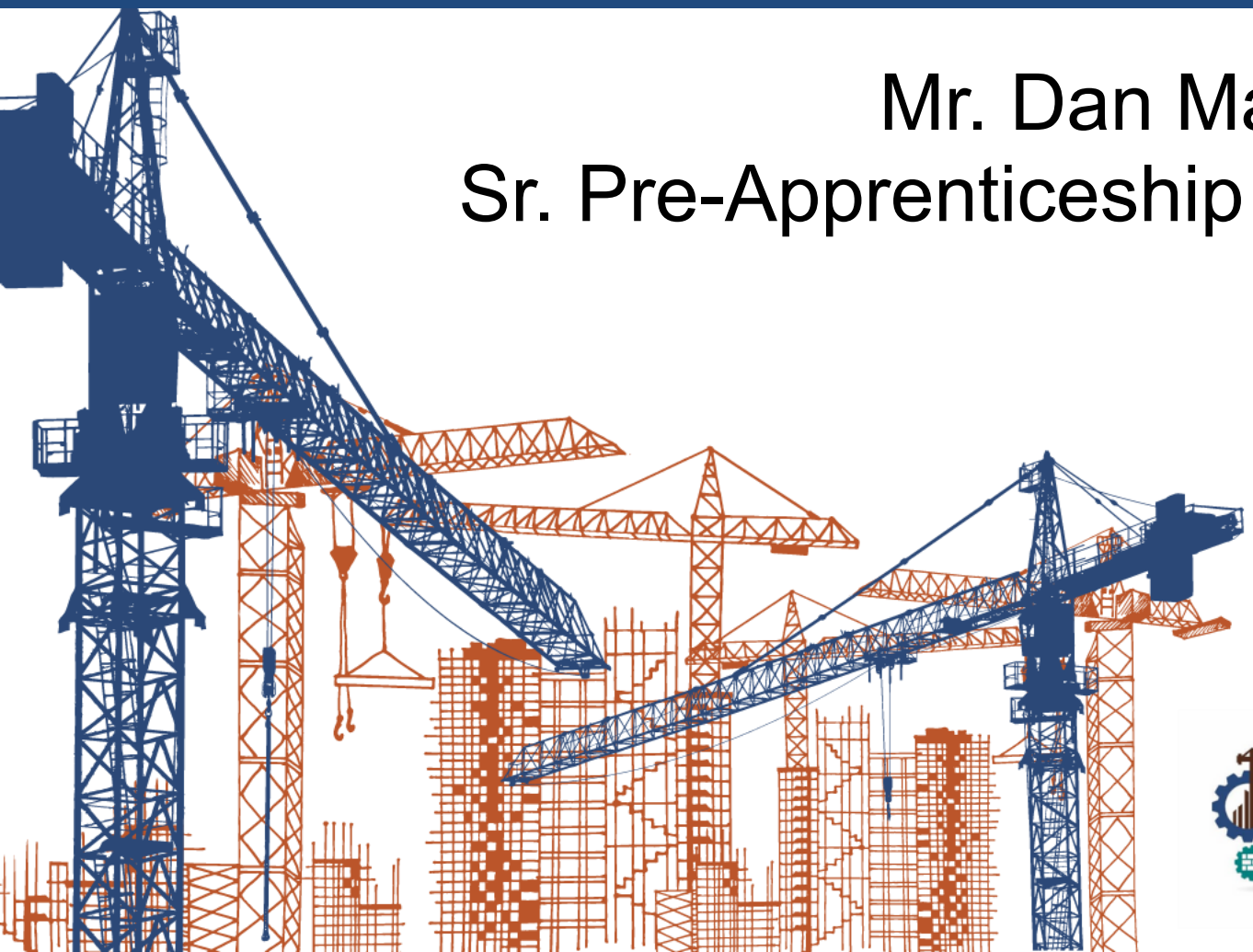


ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Pre-Apprenticeship Program

# IWRS Updates



Mr. Dan Martinez
Sr. Pre-Apprenticeship Program Manager

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Illinois
Department of Commerce
& Economic Opportunity

ILLINOIS

# Objectives



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

- Identify new changes in IWRS that directly impact grantees.
- Recognize elements of the new compliance reporting system.
- Receive a list of the benefits of the New Compliance reporting.
- Acquire a bonus IWRS update refresher from the Rockford training.

# Changes in IWRS that Directly Impact Grantees



- Improving the process for moving a participant from one grantee to another.
- Export Report improvements




ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Changes in IWRS that Directly Impact Grantees



- Upload Credential Documents Within The Training Service
- Ensure Grantees Don't Enroll Participants Accidentally



# Changes in IWRS that Directly Impact Grantees



- Driver's License Upload Updates
- Active Tracking Follow-Up Questionnaire Improvements




ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor



# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Post Program Career Plan Changes in IWRS

**Sarah Graham**
Senior Manager - Career Services - Downstate

**Enisa Jakupovic**
Senior Manager - Career Services - Chicago



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Objectives



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

- Explain the ATFQ-to-PPCP process and distinguish the responsibilities of the TSC/grantee and Illinois Works Career Services.
- Identify the information captured in the ATFQ and explain how it informs the graduate's Post-Program Career Plan.
- Review PPCP goals and add appropriate services that support the graduate's identified career goals.
- Document services, progress, barriers, and follow-up using case notes and other IWRS communication tools.
- Explain how the TSC and Career Services communicate and coordinate throughout the post-program follow-up process.
- Apply the PPCP process to a graduate scenario and determine the appropriate next steps.

ILLINOIS WORKS

# Why Does the PPCP Matter?

The PPCP provides a roadmap for supporting graduates after program completion by connecting:

- **GOALS** — What the graduate is working toward
- **SERVICES** — Support provided to help achieve those goals
- **BARRIERS** — Challenges that may affect progress
- **DOCUMENTATION** — Services, progress, and interactions recorded in IWRS
- **FOLLOW-UP** — Ongoing contact and next steps to support progress

The PPCP helps the TSC and Illinois Works Career Services coordinate support and maintain continuity as the graduate progresses toward career goals.



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS

# What Does the Grantee Do? What Does CS Do?

**Grantee/TSC:**

- Conducts first-year follow-up
- Reviews goals
- Adds/delivers services
- Documents progress
- Communicates updates

***TSCs may add services; they DO NOT add goals.***

**ILW Career Services/CSS:**

- Creates PPCP
- Establishes goals and adds services
- Sends plan to graduates and TSC
- Reviews and tracks progress (by proactively communicating with TSC)
- Maintains communication with graduate

ILLINOIS WORKS

# Grantee Follow-up Occurs First Year Post Transition

- **Maintain active contact** with graduates through interactive communication, including in-person or telephone contact.
- **Complete the ATFQ every 90 days** to capture the graduate's current employment, RAP, career, and support needs.
- **Identify changes, barriers, and service needs** that may affect the graduate's progress.
- **Provide appropriate transition services** based on the graduate's needs and career goals after the PPCP is creased by the Career Services Specialist.
- **Document follow-up and updates in IWRS** so graduate progress and services are accurately reflected.

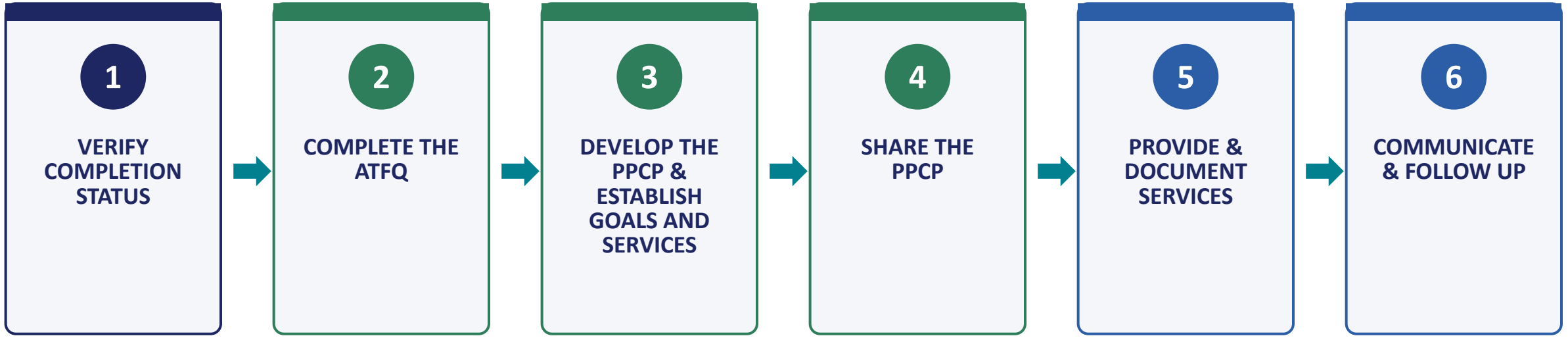
**Follow-up is an Active Service - not simply a documentation requirement.**

ILLINOIS

ILLINOIS WORKS

# End-to-End Post Program Career Plan Process

A structured pathway from program completion to ongoing career support




Career Services

Grantee / TSC

Shared step

ILLINOIS

ILLINOIS WORKS

# Who Completes the ATFQ and When?

## ATFQ RESPONSIBILITY & TIMING

### GRANTEE / TSC

**FIRST YEAR AFTER COMPLETION**

- Contacts graduate
- Completes ATFQ every 90 days
- Provides transition services
- Documents info in IWRS

**AFTER YEAR 1**

**ATFQ FOLLOW-UP RESPONSIBILITY TRANSITIONS**

### ILW / CAREER SERVICES

**ONGOING ATFQ FOLLOW-UP**

- Contacts graduate
- Continues ATFQ every 90 days
- Gathers current status and creates PPCP
- Identifies barriers & needs

Grantee / TSC responsibility

ILW Career Services responsibility

ILLINOIS

# Post Program Career Plan Critical Rules

- PPCPs are for active graduates
- Goals and services have different owners
- Do not assume services are unnecessary
- Share the PPCP promptly
- Include TSC and CSS contact information
- Document the work

**After reviewing the PPCP, the TSC should contact the graduate within the required timeframe – 48 to 72 business hours.**

ILLINOIS WORKS

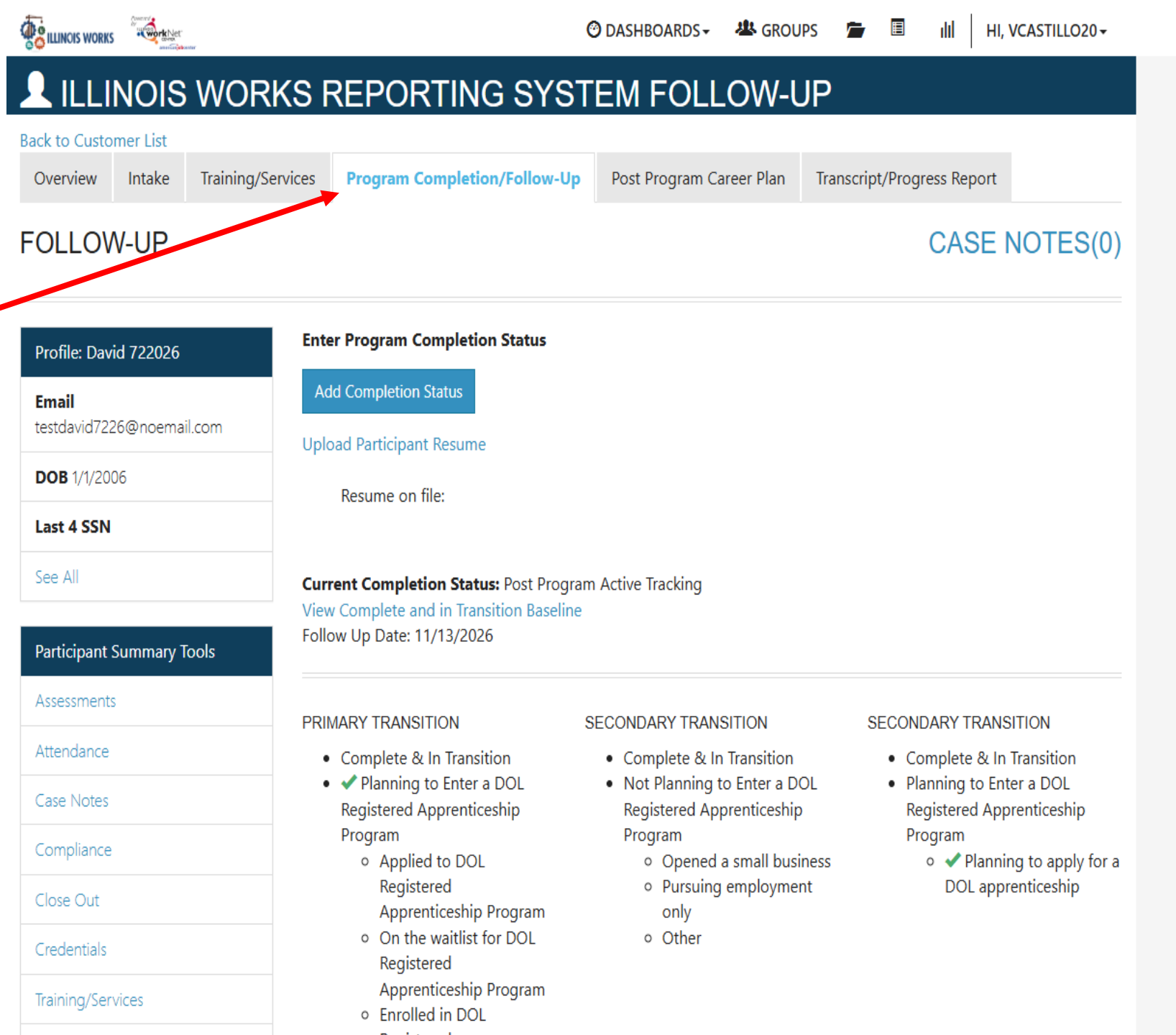
# Grantee Follow-up Occurs First Year Post Transition

- **Maintain active contact** with graduates through interactive communication, including in-person or telephone contact.
- **Complete the ATFQ every 90 days** to capture the graduate's current employment, RAP, career, and support needs.
- **Identify changes, barriers, and service needs** that may affect the graduate's progress.
- **Provide appropriate transition services** based on the graduate's needs and career goals after the PPCP is creased by the Career Services Specialist.
- **Document follow-up and updates in IWRS** so graduate progress and services are accurately reflected.

**Follow-up is an Active Service - not simply a documentation requirement.**

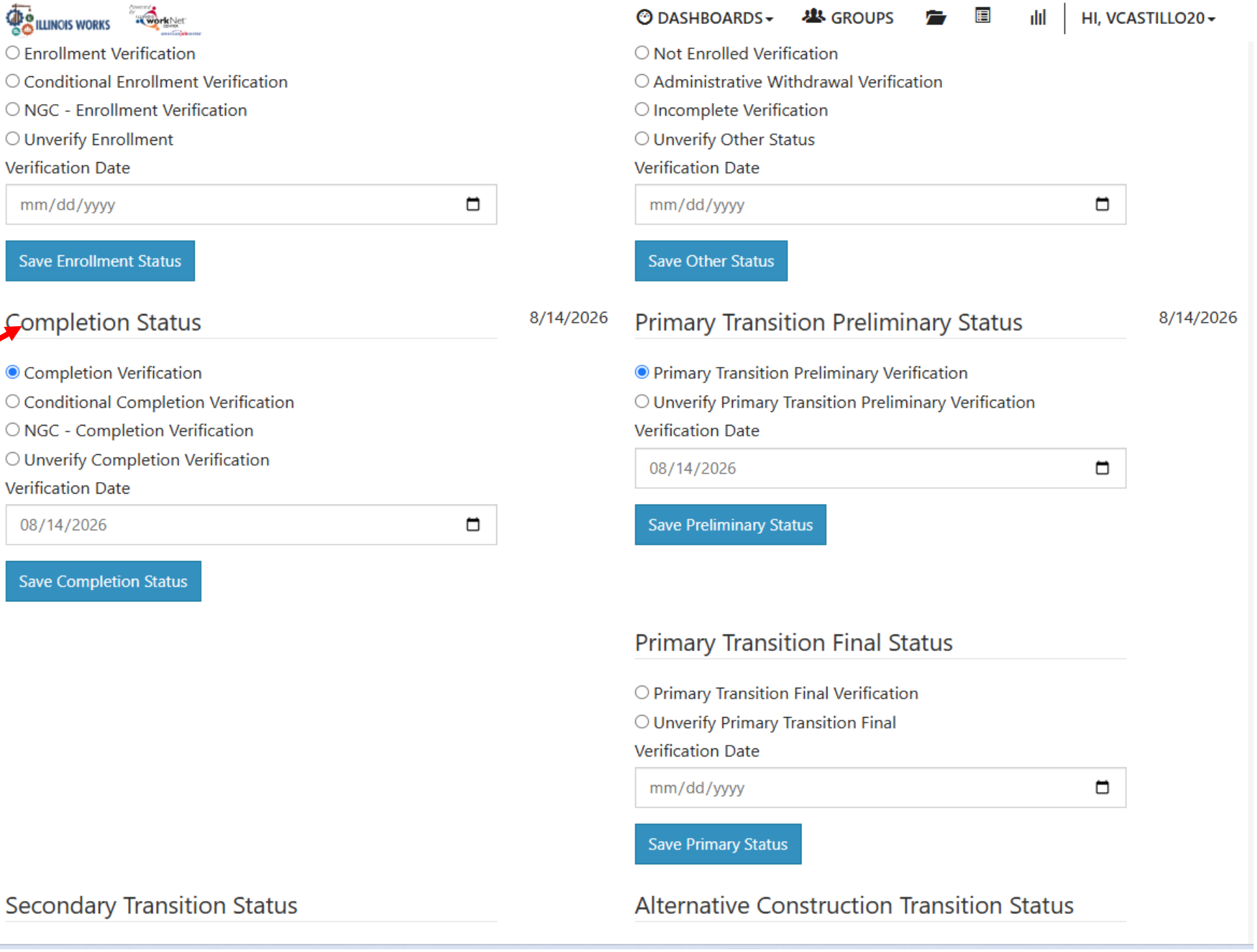
# Step 1: Review Program Completion & Follow-Up

Navigate to the Program Completion and Follow-up Tab




ILLINOIS WORKS

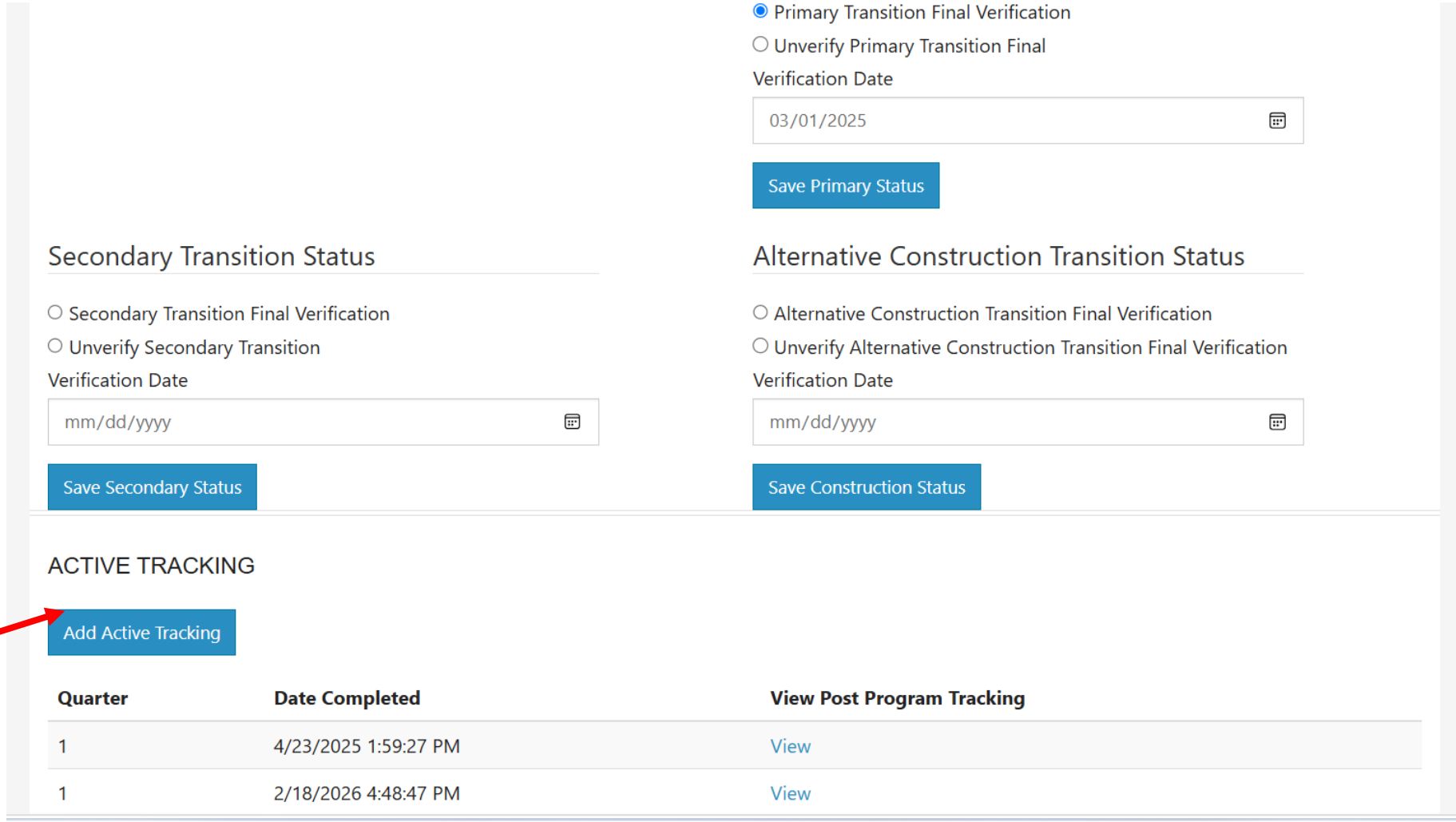
# Step 2: Confirm Completion Status




The completion status must be checked.

ILLINOIS WORKS

# Step 3: Start and Complete the ATFQ



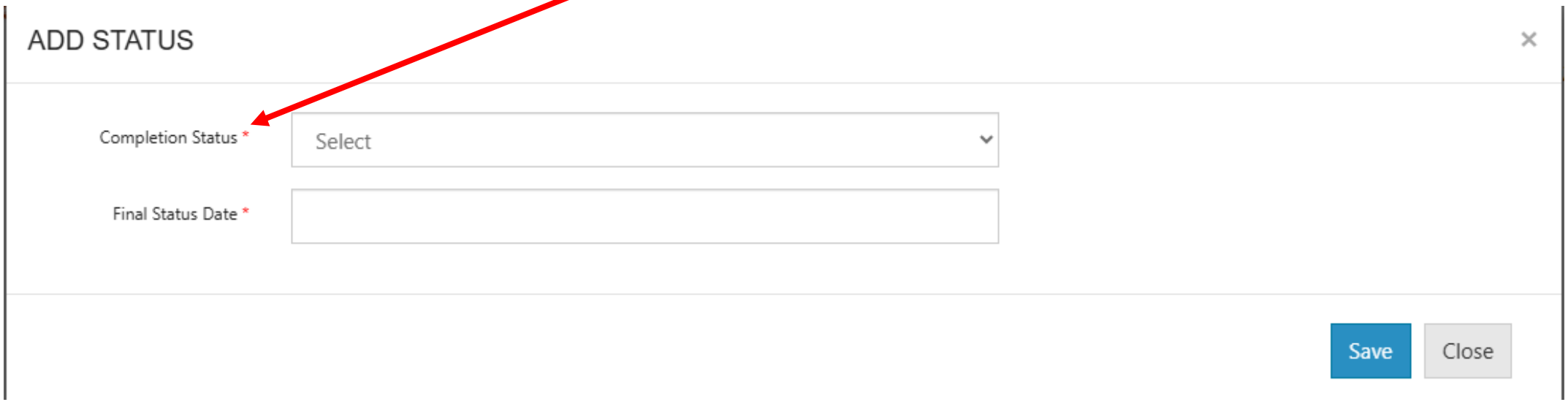

At the bottom of the Post-Program Completion tab is where the ATFQ information is gathered. Click the Add Active Tracking box to add the graduate information

**The ATFQ is what builds the PPCP.**

ILLINOIS WORKS

# Step 4: Add status Information

Select the completion status

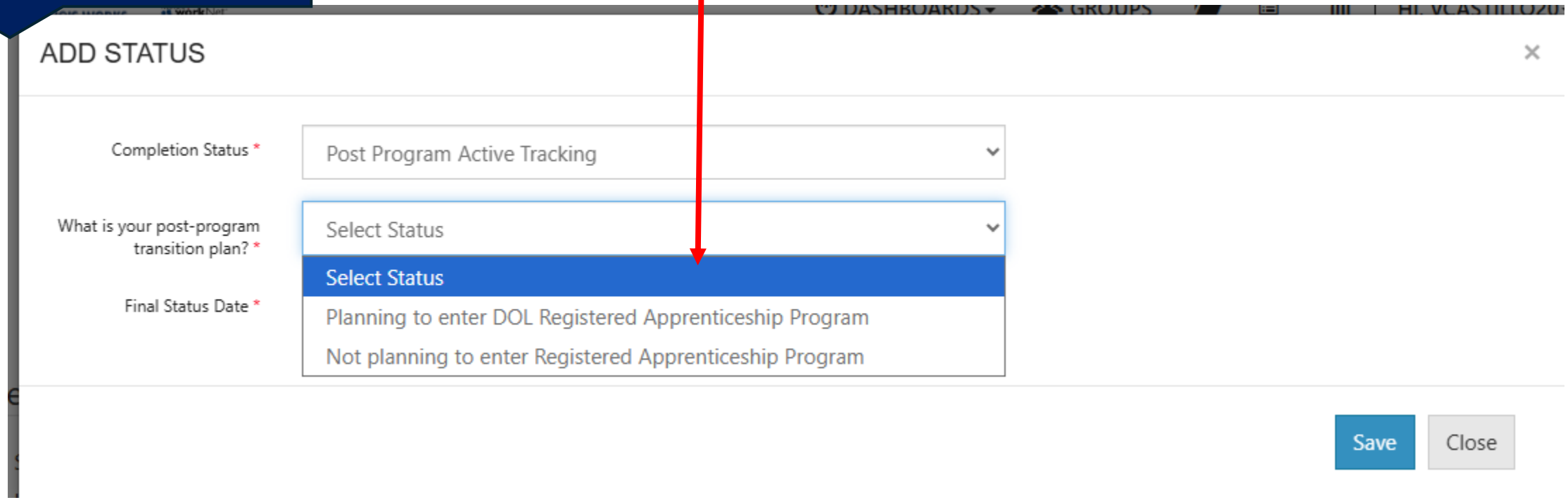



Once you click the add active tracking this box pops up

ILLINOIS WORKS

# From previous page: Add Post-Program Transition Plans

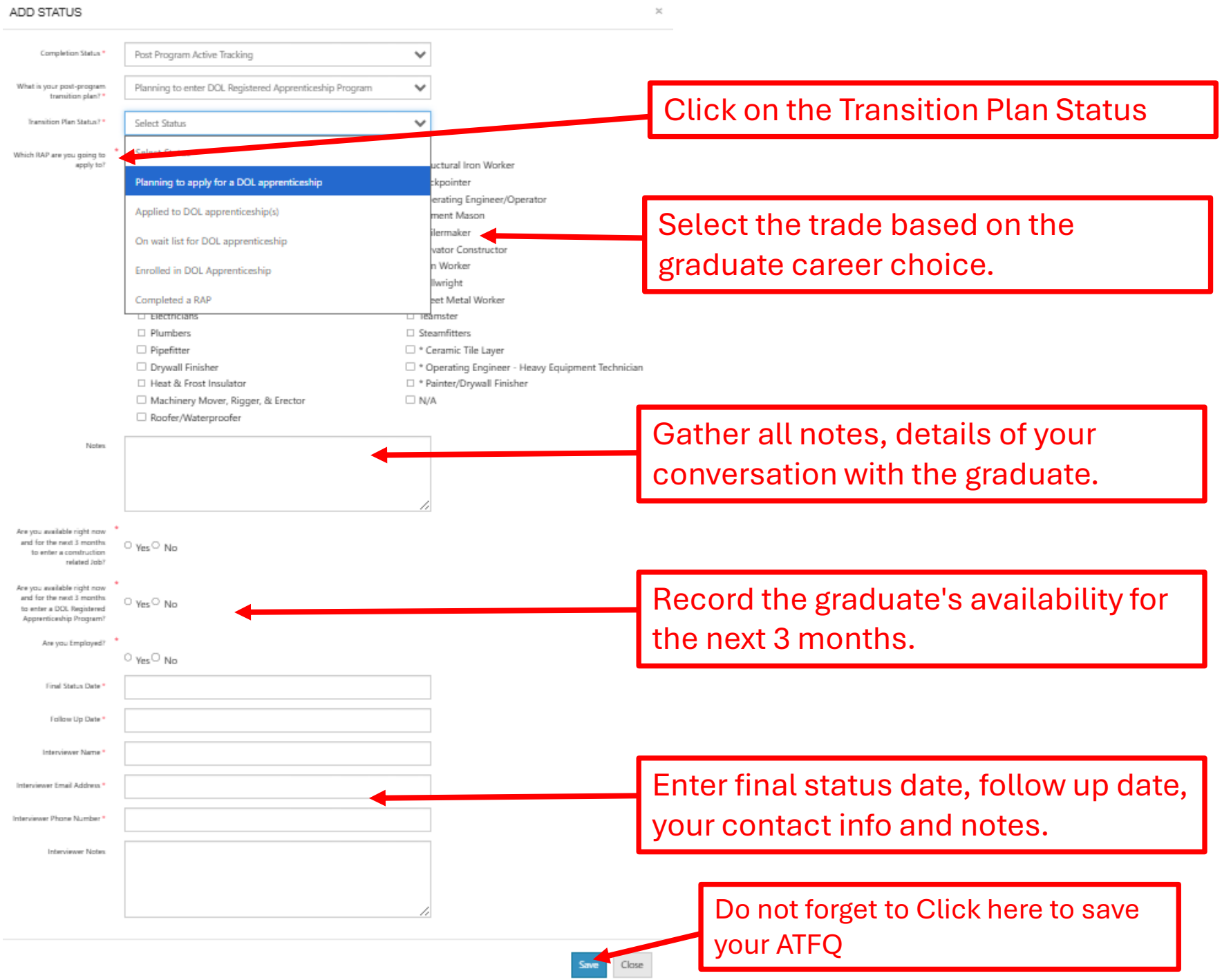
Once you click the completion status you will choose planning to enter a DOL RAP or not planning to enter a DOL RAP in the post program transition plan.




ILLINOIS WORKS

ILLINOIS

# Continue to add info to the ATFQ




Click on the Transition Plan Status

Select the trade based on the graduate career choice.

Gather all notes, details of your conversation with the graduate.

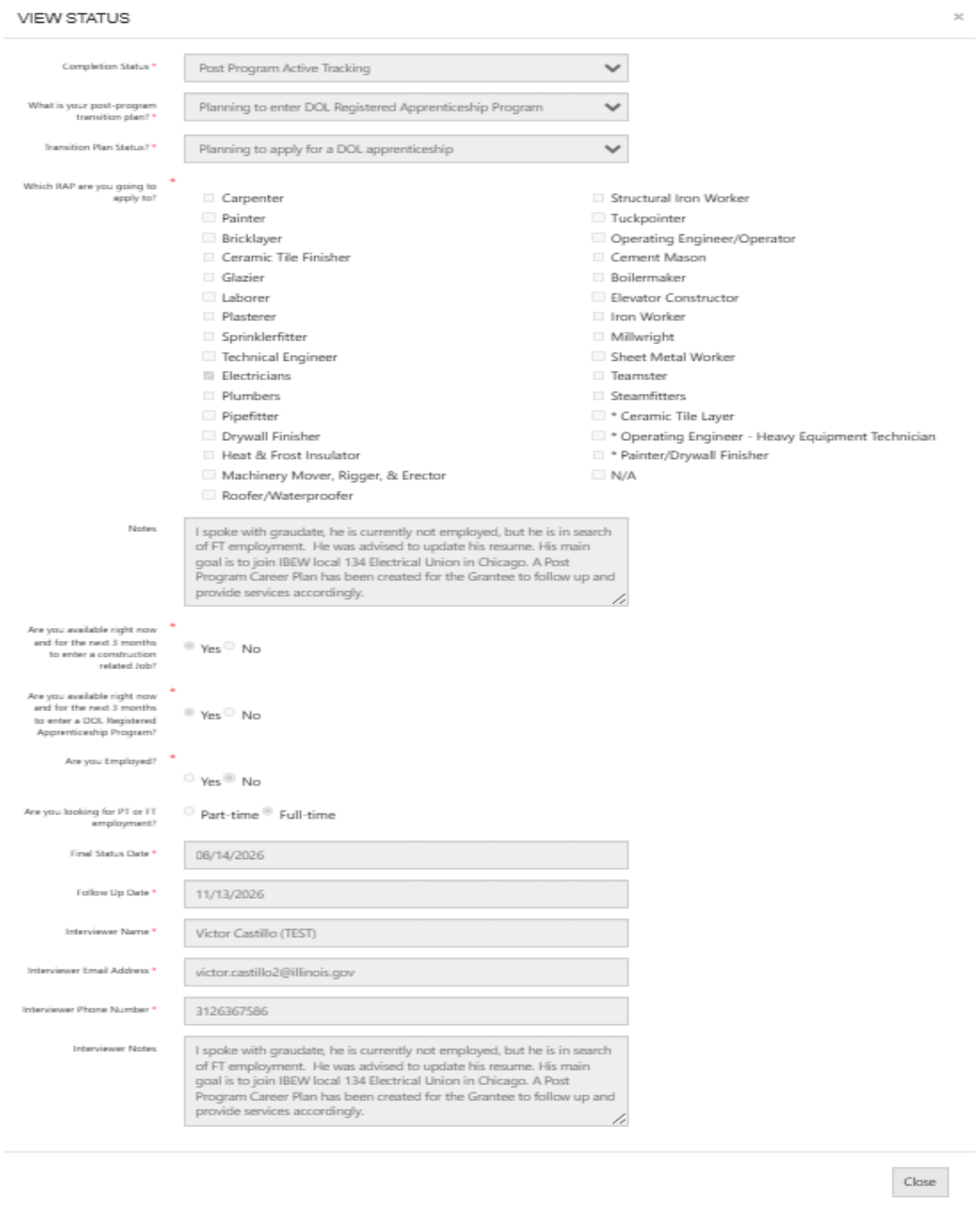
Record the graduate's availability for the next 3 months.

Enter final status date, follow up date, your contact info and notes.

Do not forget to Click here to save your ATFQ

ILLINOIS WORKS

# What information is gathered during the completion of the ATFQ?



VIEW STATUS

Completion Status *: Post Program Active Tracking

What is your post-program transition plan? *: Planning to enter DOL Registered Apprenticeship Program

Transition Plan Status? *: Planning to apply for a DOL apprenticeship

Which RAP are you going to apply to? *

- [ ] Carpenter
- [ ] Painter
- [ ] Bricklayer
- [ ] Ceramic Tile Finisher
- [ ] Glazier
- [ ] Laborer
- [ ] Plasterer
- [ ] Sprinklerfitter
- [ ] Technical Engineer
- [x] Electricians
- [ ] Plumbers
- [ ] Pipefitter
- [ ] Drywall Finisher
- [ ] Heat & Frost Insulator
- [ ] Machinery Mover, Rigger, & Erector
- [ ] Roofer/Waterproofer
- [ ] Structural Iron Worker
- [ ] Tuckpointer
- [ ] Operating Engineer/Operator
- [ ] Cement Mason
- [ ] Boilermaker
- [ ] Elevator Constructor
- [ ] Iron Worker
- [ ] Millwright
- [ ] Sheet Metal Worker
- [ ] Teamster
- [ ] Steamfitters
- [ ] * Ceramic Tile Layer
- [ ] * Operating Engineer - Heavy Equipment Technician
- [ ] * Painter/Drywall Finisher
- [ ] N/A

Notes: I spoke with graudate, he is currently not employed, but he is in search of FT employment. He was advised to update his resume. His main goal is to join IBEW local 134 Electrical Union in Chicago. A Post Program Career Plan has been created for the Grantee to follow up and provide services accordingly.

Are you available right now and for the next 3 months to enter a construction related Job? *: (•) Yes ( ) No

Are you available right now and for the next 3 months to enter a DOL Registered Apprenticeship Program? *: (•) Yes ( ) No

Are you Employed? *: ( ) Yes (•) No

Are you looking for PT or FT employment?: ( ) Part-time (•) Full-time

Final Status Date *: 08/14/2026

Follow Up Date *: 11/13/2026

Interviewer Name *: Victor Castillo (TEST)

Interviewer Email Address *: victor.castillo2@illinois.gov

Interviewer Phone Number *: 3126367586

Interviewer Notes: I spoke with graudate, he is currently not employed, but he is in search of FT employment. He was advised to update his resume. His main goal is to join IBEW local 134 Electrical Union in Chicago. A Post Program Career Plan has been created for the Grantee to follow up and provide services accordingly.

Close

ILLINOIS WORKS

ILLINOIS

# From PPCP Goals to Ongoing Support

## PPCP SERVICE & COORDINATION CYCLE

PPCP / GOALS SHARED → SERVICES / FOLLOW-UP → UPDATE / COMMUNICATION

### 1 DEVELOP / UPDATE PPCP

ILW CAREER SERVICES

- Gathers information from the ATFQ and generates the PPCP
- Establishes career goals and services
- Shares PPCP with graduate
- Shares PPCP with Grantee/TSC

### 2 REVIEW & PROVIDE SERVICES

GRANTEE / TSC

- Reviews established goals
- Contacts graduate
- Adds other services aligned with goals, if needed
- Provides assigned services

### 3 DOCUMENT PROGRESS

GRANTEE / TSC

- Enters case notes
- Documents services, including their status
- Records barriers & follow-up needs

### 4 REVIEW & COORDINATE

ILW CAREER SERVICES

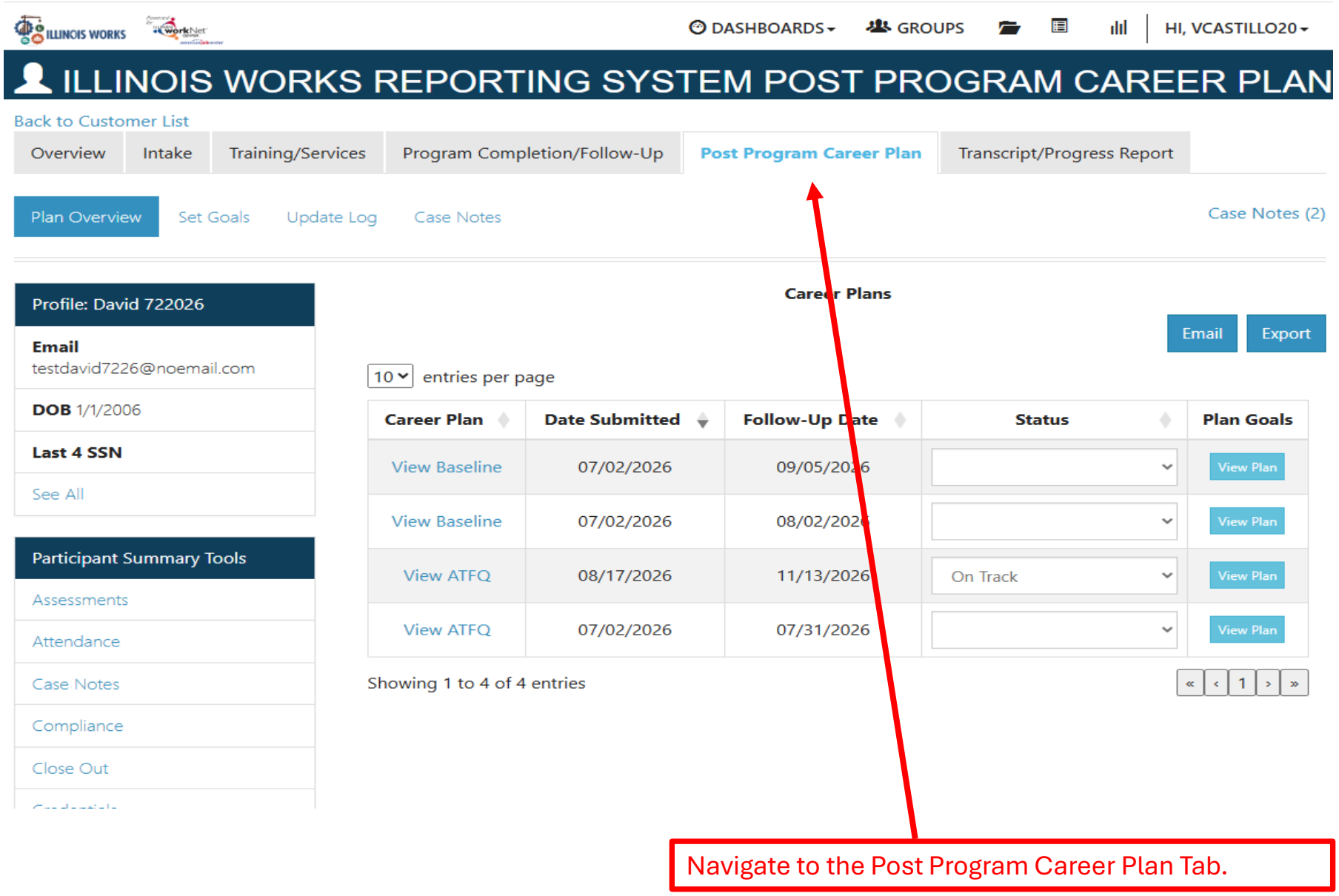
- Reviews case notes
- Monitors progress
- Coordinates continued support
- Maintains communication with graduates and TSC

*ONGOING COORDINATION & FOLLOW-UP*

Grantee / TSC responsibility

ILW Career Services responsibility

# Step 5: Go to the Post-Program Career Plan Tab




ILLINOIS WORKS

ILLINOIS

# Staying on the PPCP Tab: Review Latest ATFQ Results

ILLINOIS WORKS

DASHBOARDS GROUPS HI, VCASTILLO20

## ILLINOIS WORKS REPORTING SYSTEM POST PROGRAM CAREER PLAN

Back to Customer List

Overview | Intake | Training/Services | Program Completion/Follow-Up | Post Program Career Plan | Transcript/Progress Report

Plan Overview | Set Goals | Update Log | Case Notes | Case Notes (2)

**Profile: David 722026**

**Email**
testdavid7226@noemail.com

**DOB** 1/1/2006

**Last 4 SSN**

See All

**Participant Summary Tools**

- Assessments
- Attendance
- Case Notes
- Compliance

**Career Plans**

Email | Export

10 entries per page

| Career Plan | Date Submitted | Follow-Up Date | Status | Plan Goals |
|---|---|---|---|---|
| View Baseline | 07/02/2026 | 09/05/2026 | | View Plan |
| View Baseline | 07/02/2026 | 08/02/2026 | | View Plan |
| View ATFQ | 08/17/2026 | 11/13/2026 | On Track | View Plan |
| View ATFQ | 07/02/2026 | 07/31/2026 | | View Plan |

Showing 1 to 4 of 4 entries

« ‹ 1 › »

Click here to View Result of each ATFQ, which is what develops the PPCP.

Click here to View Goals connected to the PPCP.

ILLINOIS

# What the ATFQ Results tell you about the Post Program Career Plan

1- Graduate interest in RAPs
2- Employment availability.



CAREER PLAN DETAIL

## Career Plan

| | |
|---|---|
| Date Submitted | 08/17/2026 |
| Follow-Up Date | 11/13/2026 |
| Updated By | Vcastillo20 |
| Updated | 08/17/2026 |
| Profile Status | Post Program Active Tracking |
| Career Plan Status | On Track |
| Notes | I spoke with graudate, he is currently not employed, but he is in search of FT employment. He was advised to update his resume. His main goal is to join IBEW local 134 Electrical Union in Chicago. A Post Program Career Plan has been created for the Grantee to follow up and provide services accordingly. |

## Apprenticeship

| | |
|---|---|
| DOL Apprenticeship | Planning to enter DOL Registered Apprenticeship Program |
| Apprenticeship Type | Planning to apply for a DOL apprenticeship |
| Pursuing Trade Flat | Electricians |

## Availability & Employment

| | |
|---|---|
| Available (Construction, 3 mo) | Yes |
| Available (Apprenticeship, 3 mo) | Yes |
| Employed | No |
| Are you looking for PT or FT employment? | Full-time |

## Dates & Status

| | |
|---|---|
| Completion Date | 08/14/2026 |

## Interview

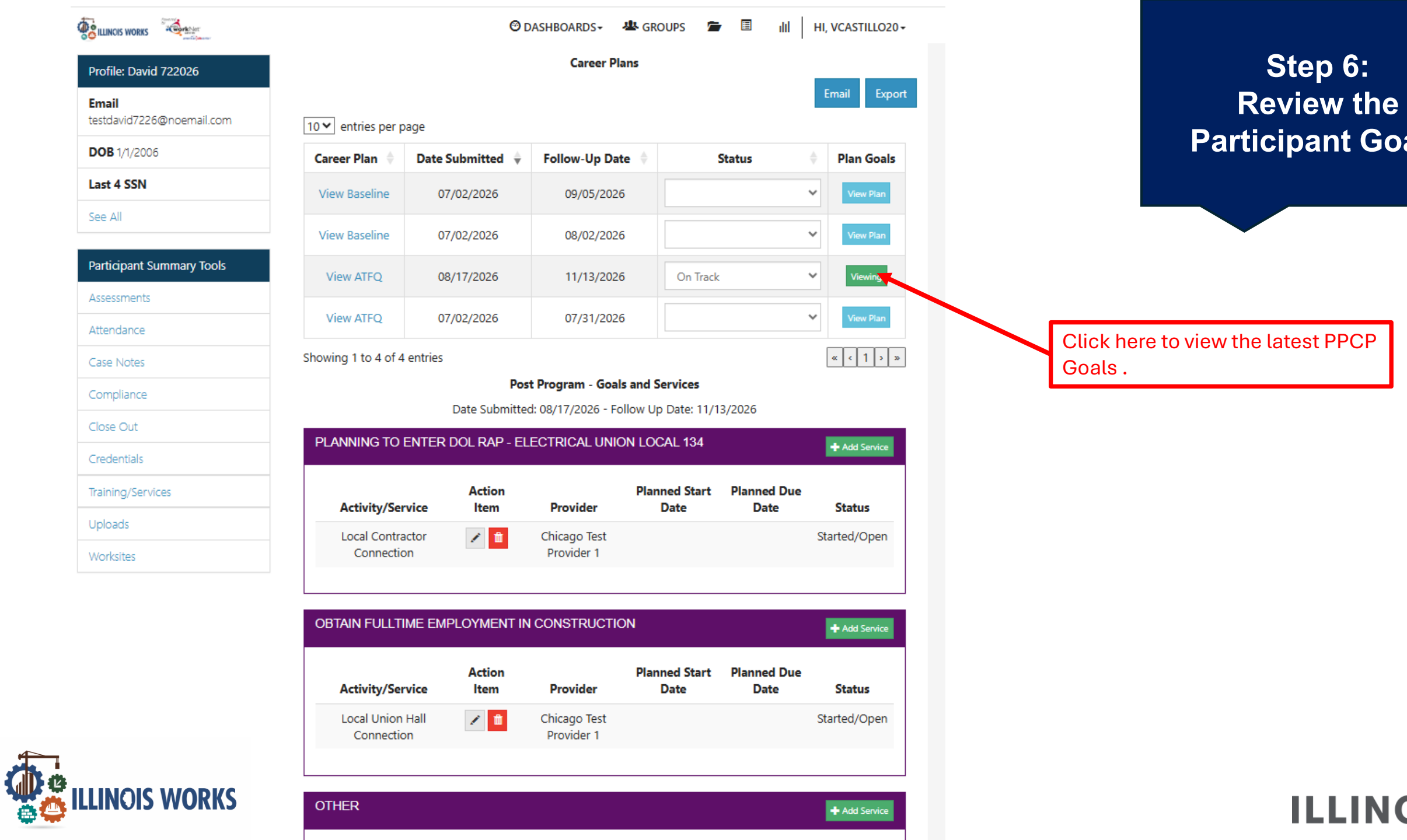
| | |
|---|---|
| Interviewer | Victor Castillo (TEST) |
| Interviewer Email | victor.castillo2@illinois.gov |
| Interviewer Phone | 3126367586 |
| Interviewer Notes | I spoke with graudate, he is currently not employed, but he is in search of FT employment. He was advised to update his resume. His main goal is to join IBEW local 134 Electrical Union in Chicago. A Post Program Career Plan has been created for the Grantee to follow up and provide services accordingly. |

Close

ILLINOIS WORKS

ILLINOIS

# Step 6: Review the Participant Goals



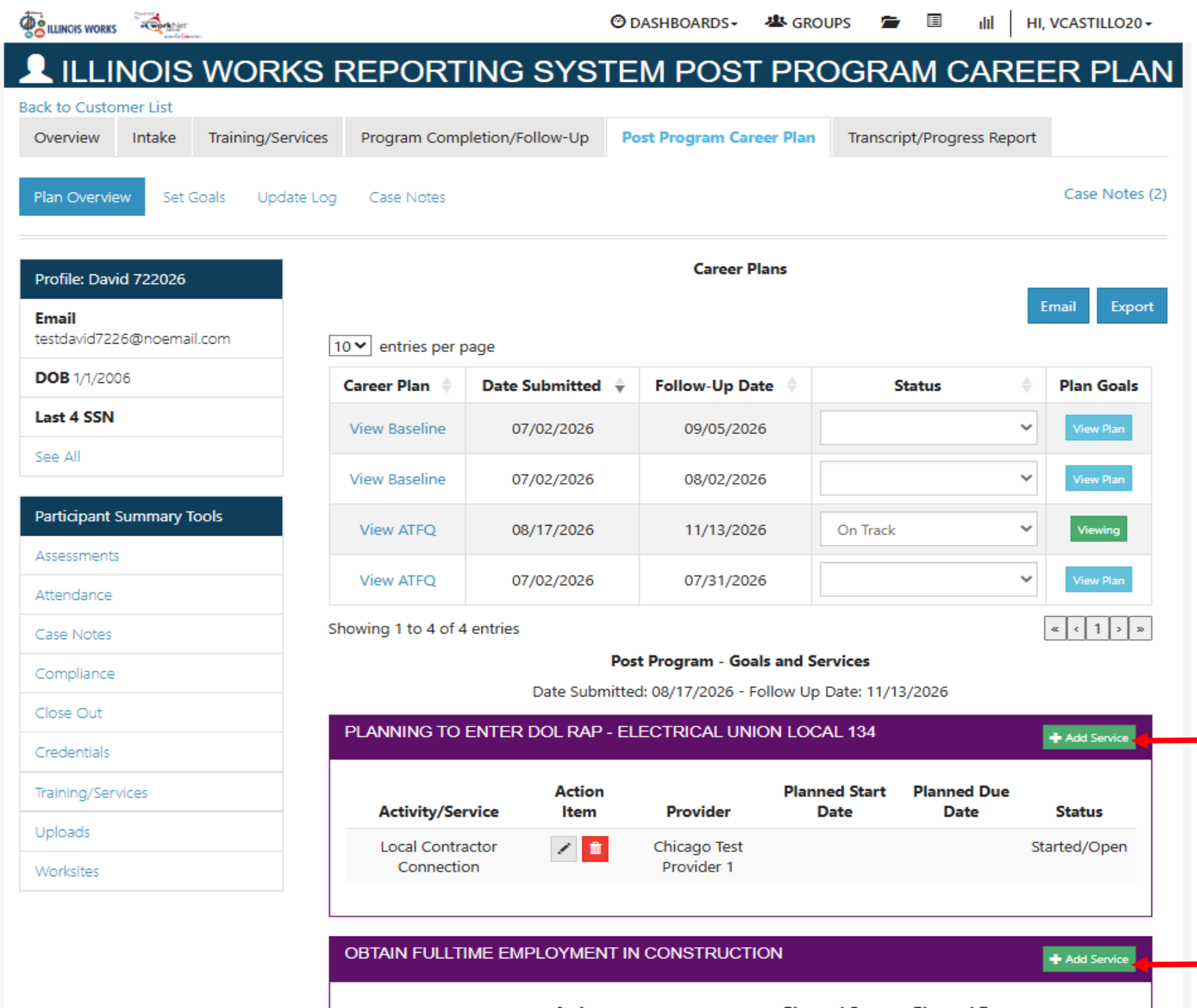

Click here to view the latest PPCP Goals .

ILLINOIS WORKS

ILLINOIS

# Step 7: Add Services That Support the Goal

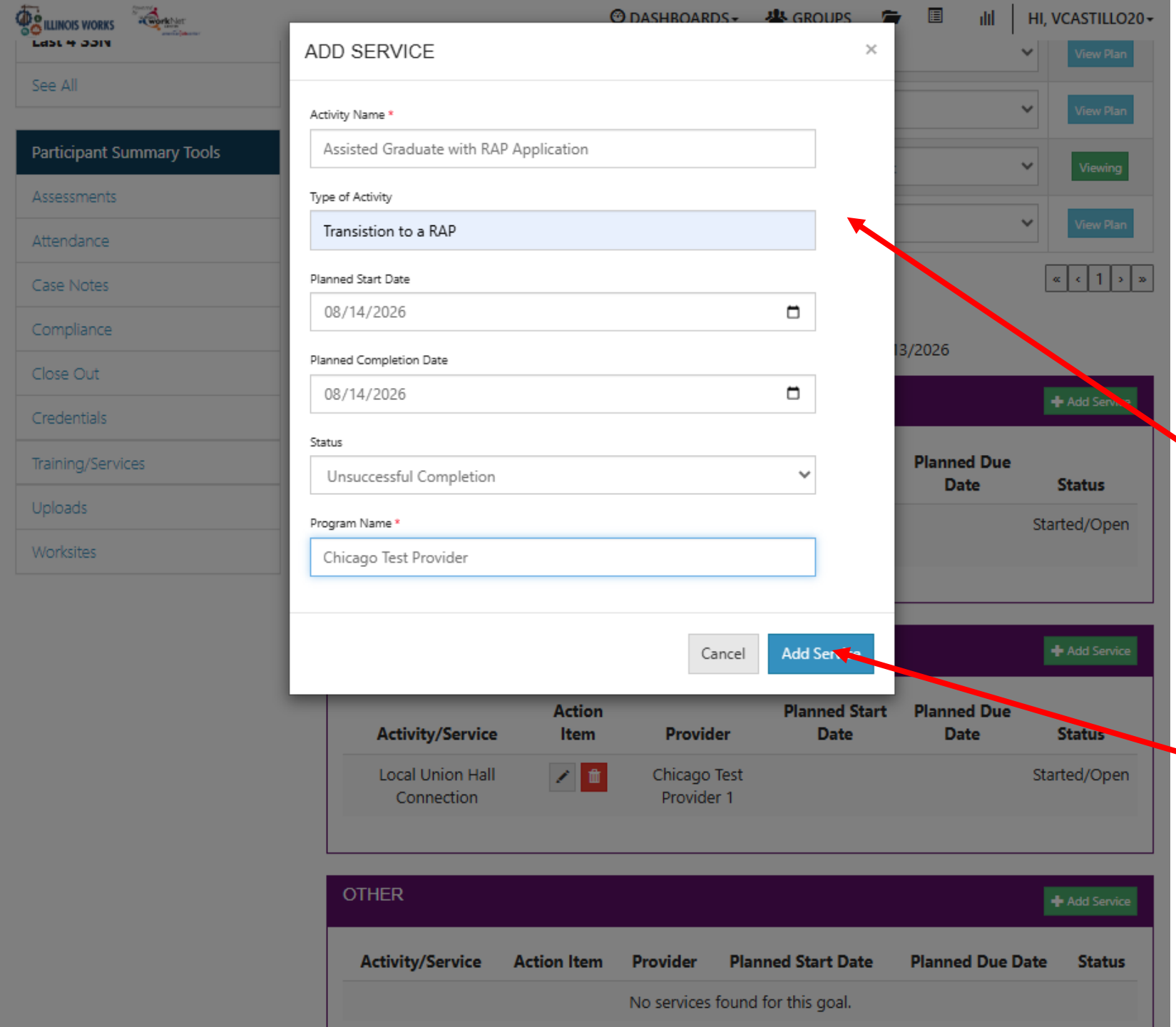
During the ATFQ process, the questions asked to the graduate develop these goals.




For Goal #1:
Click here to add a service to the PPCP.

For Goal #2:
Click here to add a service to the PPCP.

# Step 8 : Document the Service in IWRS



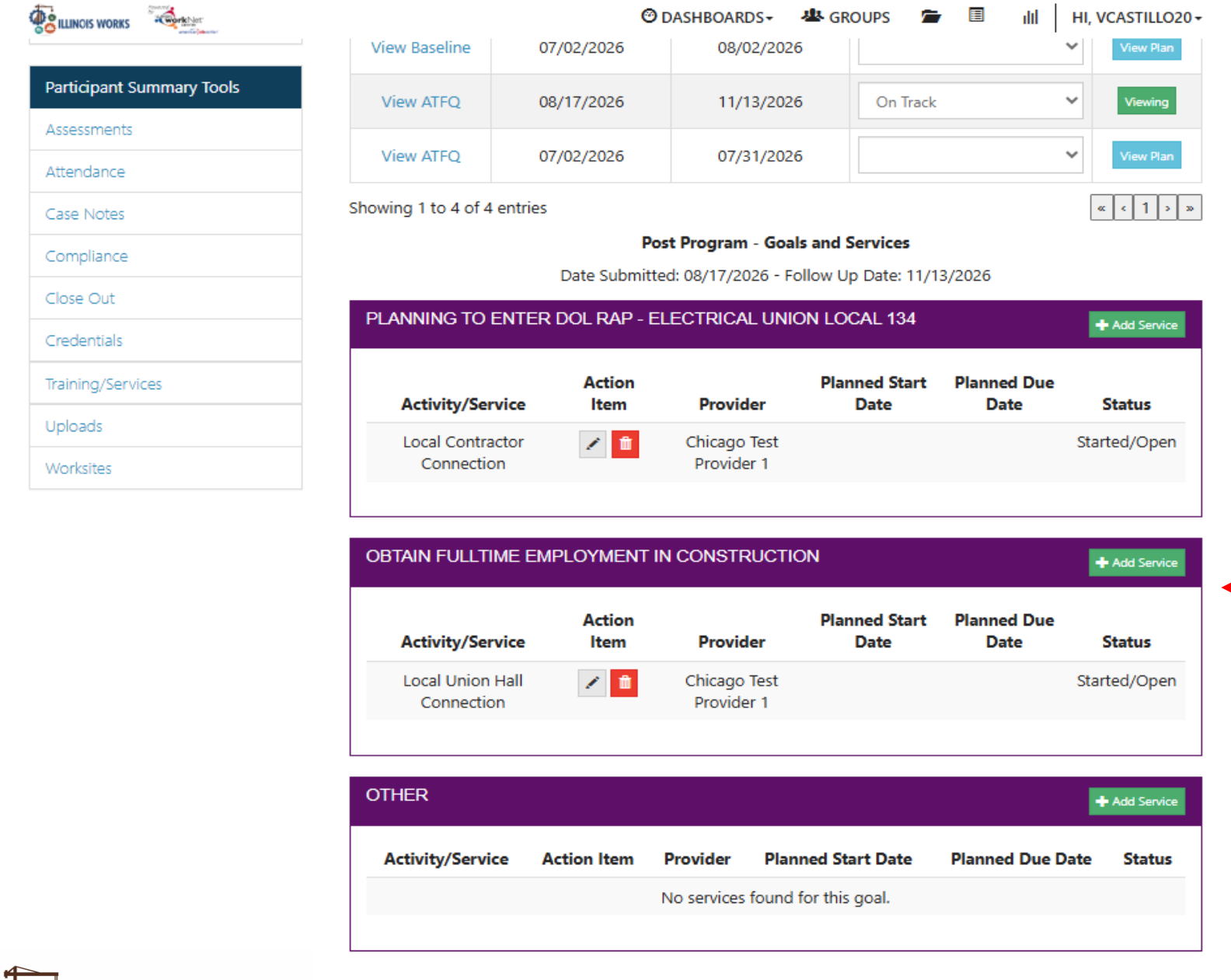

Viewing Goal 1

Enter the service being provided to the graduate and complete each dropdown.

Click here to add and save the new service.

ILLINOIS WORKS

# Supporting Multiple Participant Goals

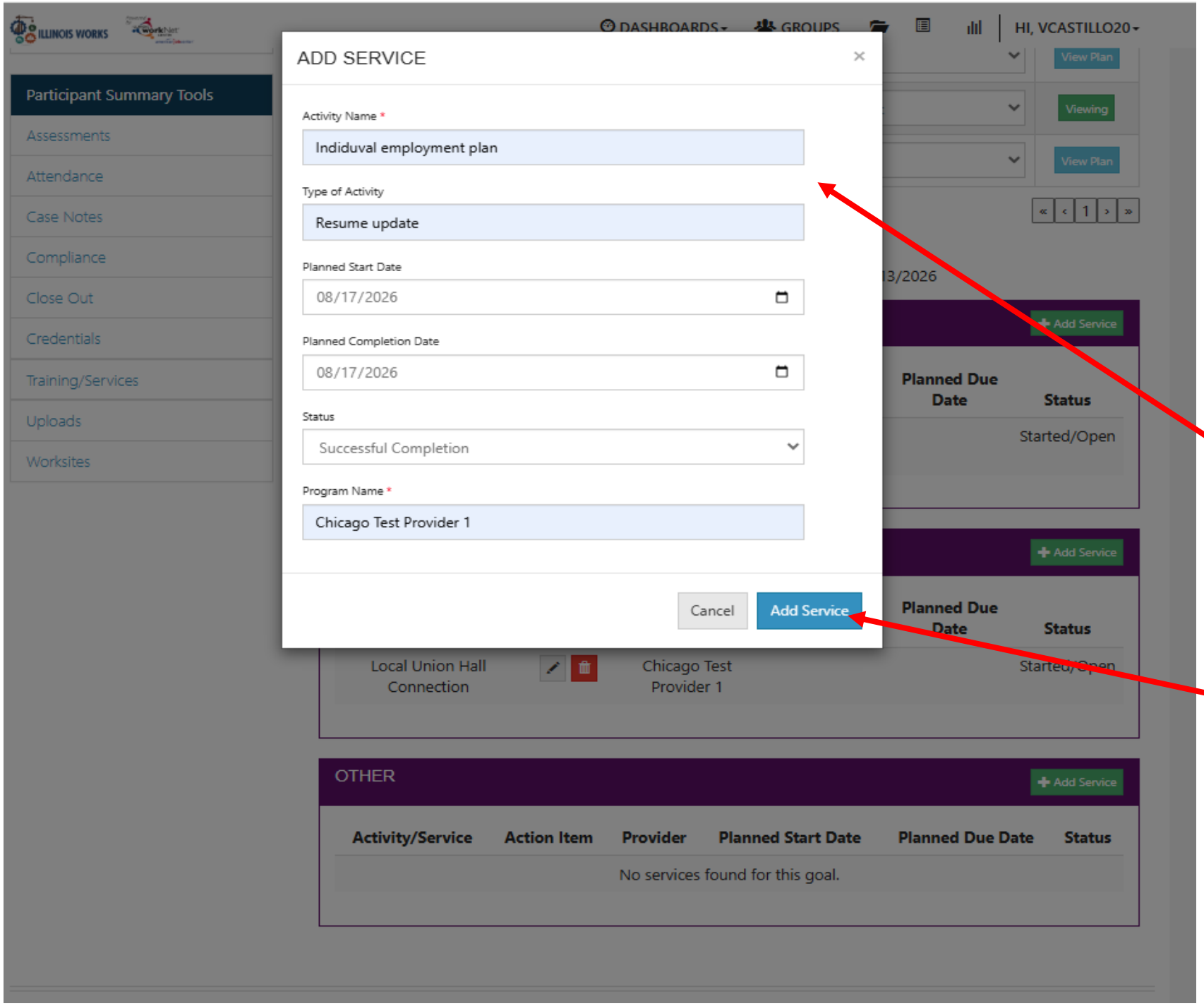



For Goal #2:
Click here to add a service to the PPCP.

ILLINOIS WORKS

ILLINOIS

# Step 9: Add Services for Each Goal

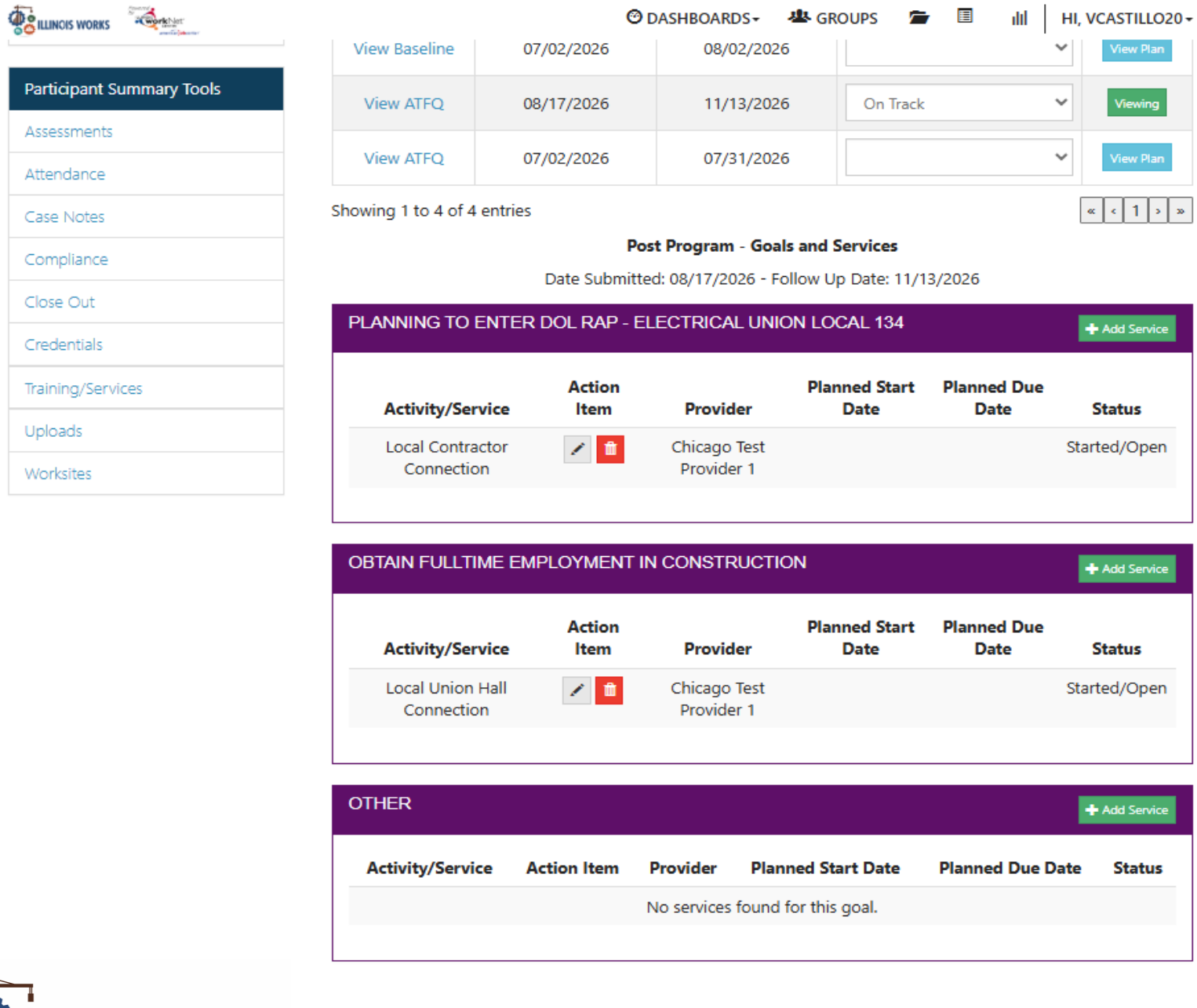



Enter the service being provided to the graduate and complete each dropdown.

Click here to add and save the new service.

ILLINOIS WORKS

# Other Option

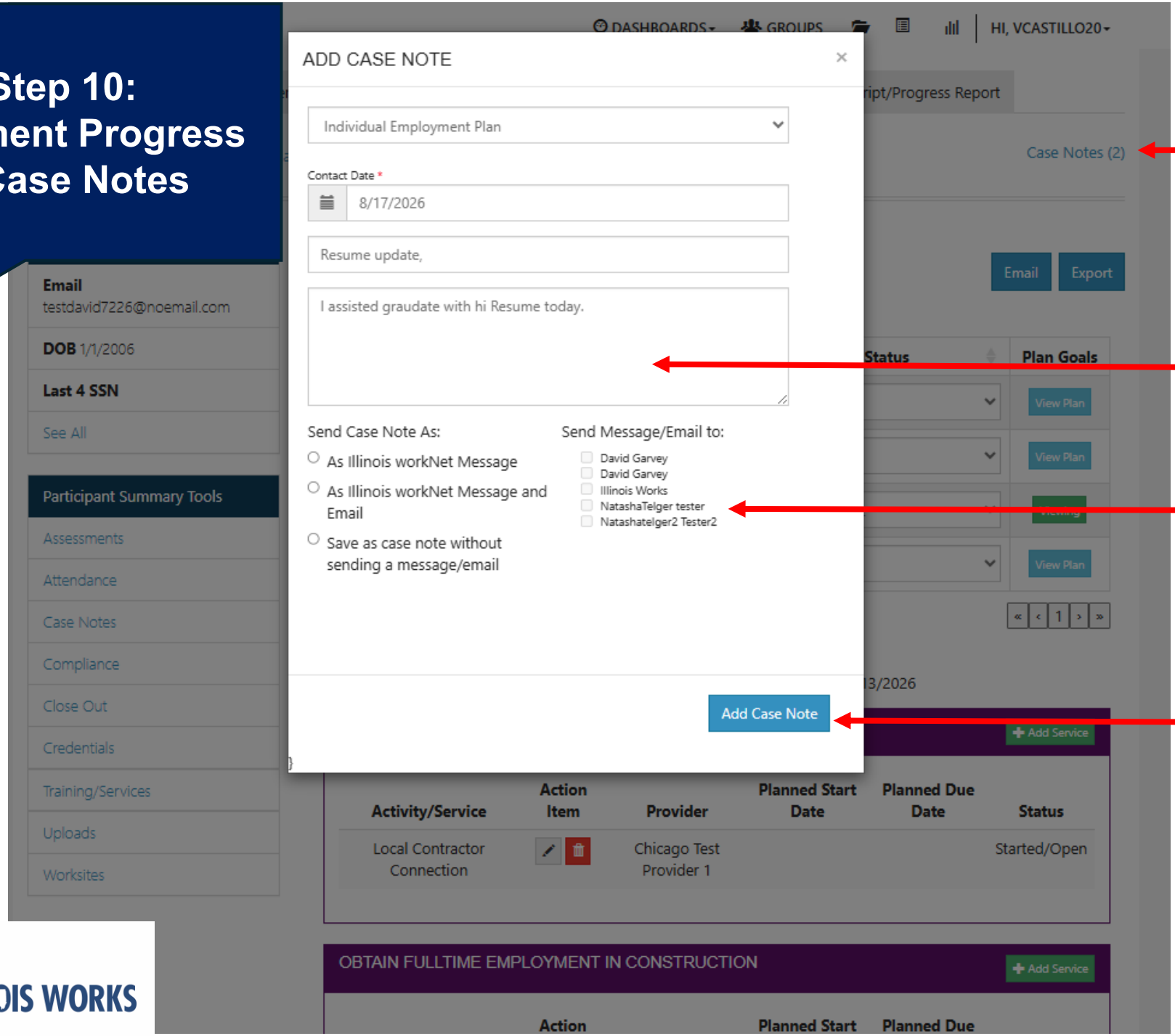



For Other, look at case notes and add service if it is applicable.

ILLINOIS WORKS

ILLINOIS

# Step 10: Document Progress in Case Notes




Click here to view and add case notes.

Enter new case notes as needed.

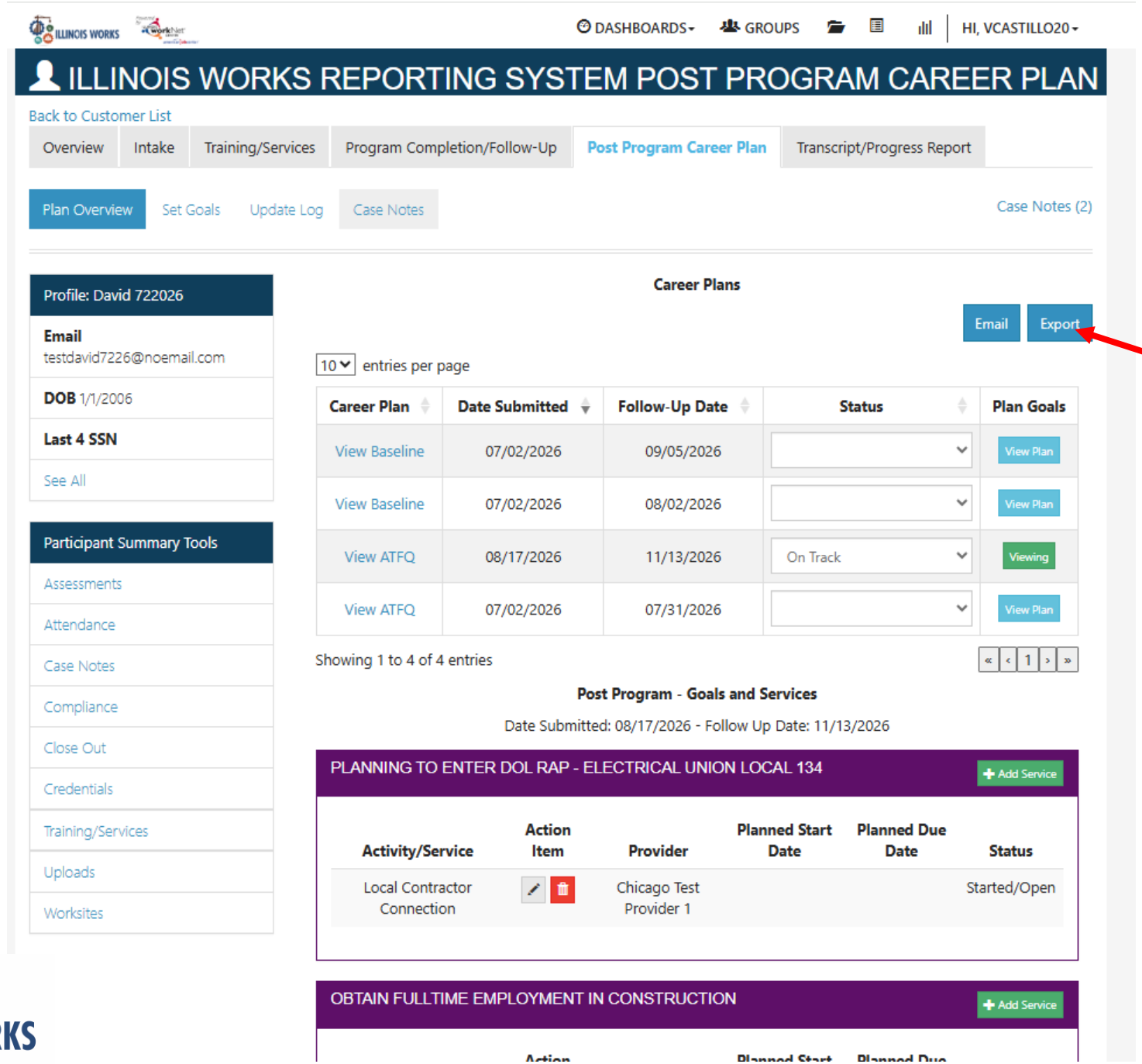
This is where you choose who receives the case note updates through email.

Click here to add and save case notes to log.

ILLINOIS WORKS

ILLINOIS

# Step 11: Review the Export Post Program Career Plan

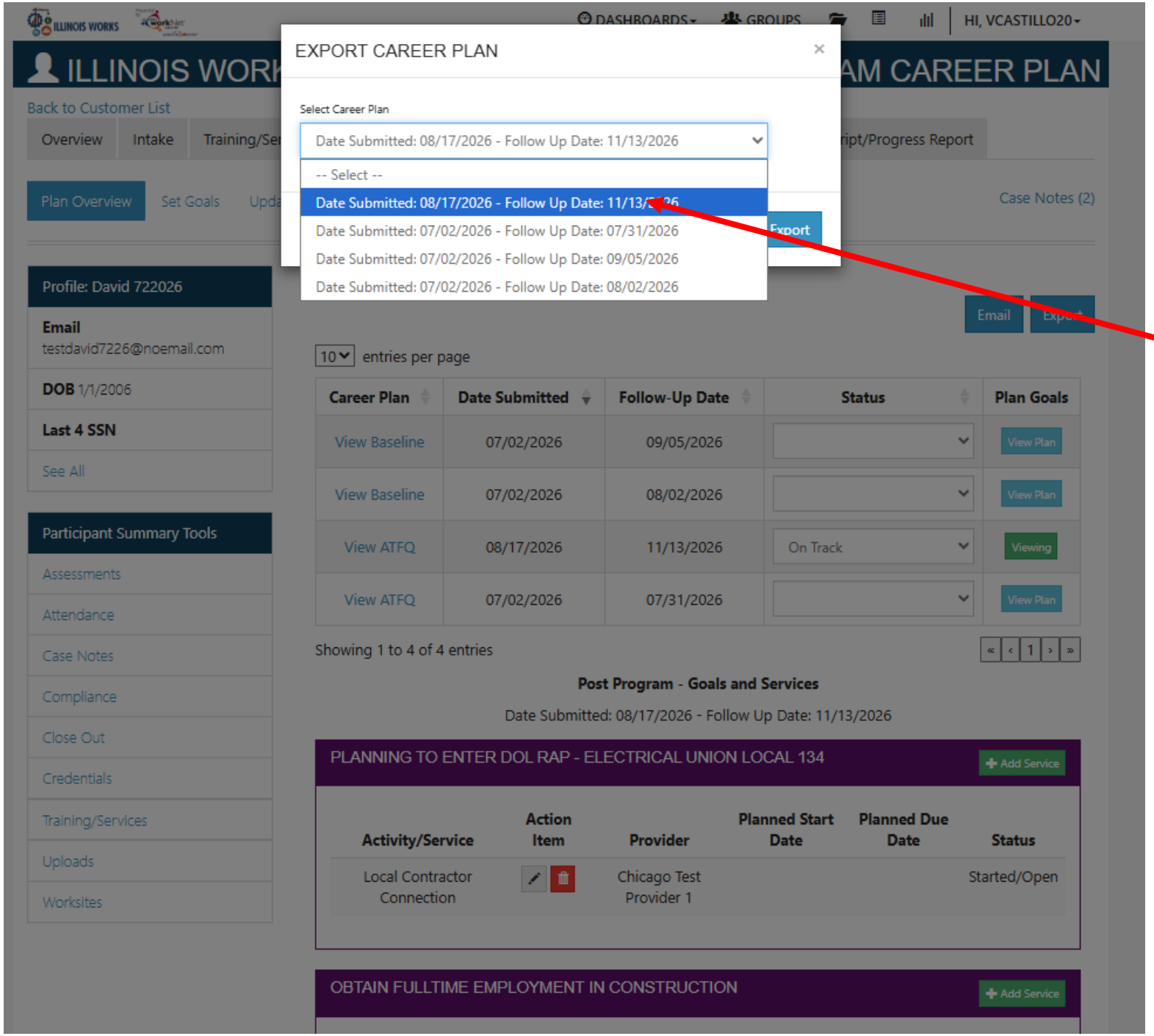



Click here to export and view the PPCP on file to ensure that services to be provided are aligned with original goals listed on the Plan.

ILLINOIS WORKS

ILLINOIS

# Step 12: Export the Current Career Plan




Click to select to export the PPCP based on the date that was submitted.

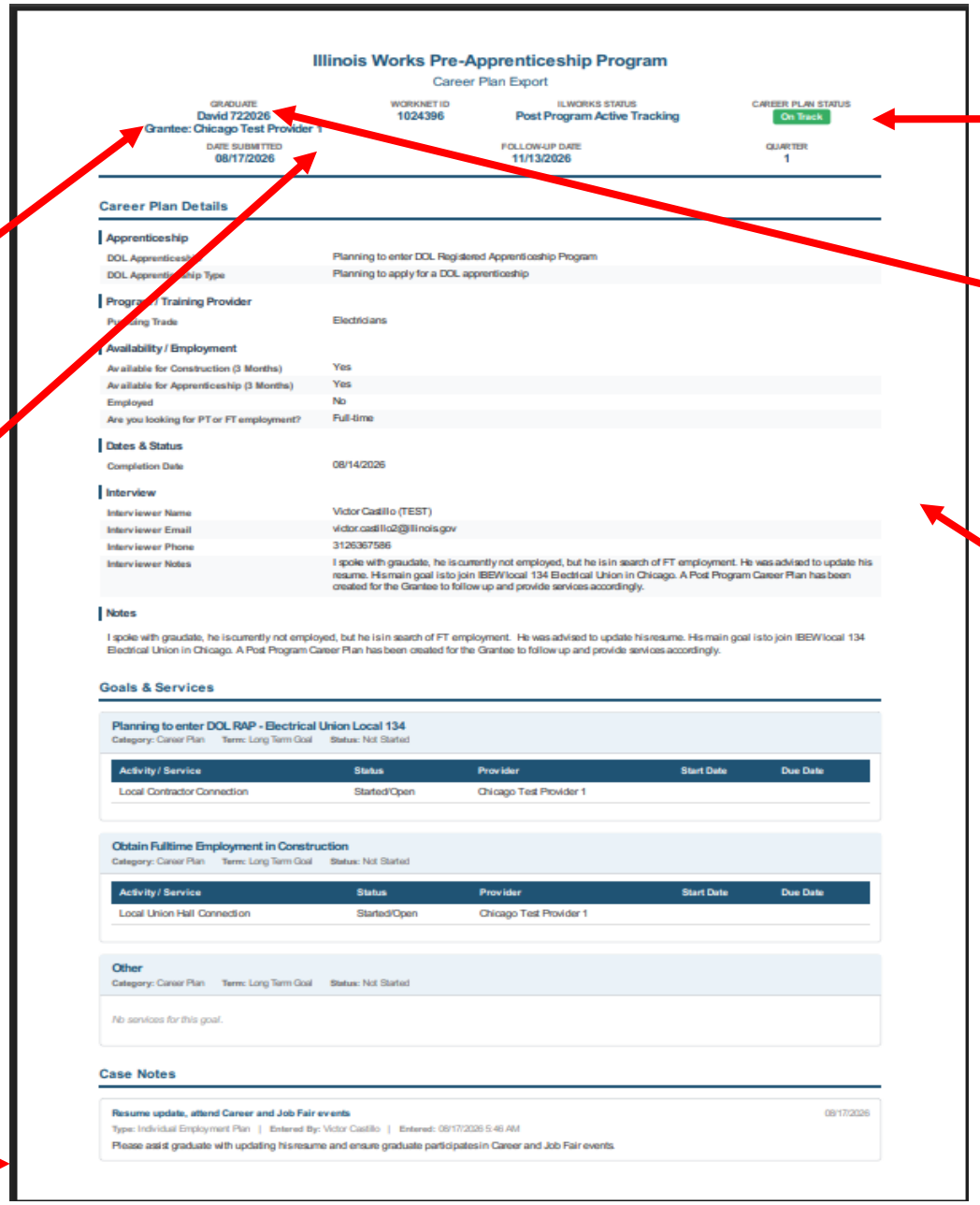
ILLINOIS WORKS

# Step 13: Confirm Goals, Services & Documentation Align

Grantee Name

Need to be added: Grantee (TSC) Name, email and Phone Number

Case Notes



## Illinois Works Pre-Apprenticeship Program

Career Plan Export

| GRADUATE | WORKNET ID | ILWORKS STATUS | CAREER PLAN STATUS |
|---|---|---|---|
| David 722026<br>Grantee: Chicago Test Provider 1 | 1024396 | Post Program Active Tracking | On Track |
| **DATE SUBMITTED** | **FOLLOW-UP DATE** | **QUARTER** | |
| 08/17/2026 | 11/13/2026 | 1 | |

### Career Plan Details

**Apprenticeship**

| | |
|---|---|
| DOL Apprenticeship | Planning to enter DOL Registered Apprenticeship Program |
| DOL Apprenticeship Type | Planning to apply for a DOL apprenticeship |

**Program / Training Provider**

| | |
|---|---|
| Pursuing Trade | Electricians |

**Availability / Employment**

| | |
|---|---|
| Available for Construction (3 Months) | Yes |
| Available for Apprenticeship (3 Months) | Yes |
| Employed | No |
| Are you looking for PT or FT employment? | Full-time |

**Dates & Status**

| | |
|---|---|
| Completion Date | 08/14/2026 |

**Interview**

| | |
|---|---|
| Interviewer Name | Victor Castillo (TEST) |
| Interviewer Email | victor.castillo2@illinois.gov |
| Interviewer Phone | 3126367586 |
| Interviewer Notes | I spoke with graudate, he is currently not employed, but he is in search of FT employment. He was advised to update his resume. His main goal is to join IBEW local 134 Electrical Union in Chicago. A Post Program Career Plan has been created for the Grantee to follow up and provide services accordingly. |

**Notes**

I spoke with graudate, he is currently not employed, but he is in search of FT employment. He was advised to update his resume. His main goal is to join IBEW local 134 Electrical Union in Chicago. A Post Program Career Plan has been created for the Grantee to follow up and provide services accordingly.

### Goals & Services

**Planning to enter DOL RAP - Electrical Union Local 134**

Category: Career Plan | Term: Long Term Goal | Status: Not Started

| Activity / Service | Status | Provider | Start Date | Due Date |
|---|---|---|---|---|
| Local Contractor Connection | Started/Open | Chicago Test Provider 1 | | |

**Obtain Fulltime Employment in Construction**

Category: Career Plan | Term: Long Term Goal | Status: Not Started

| Activity / Service | Status | Provider | Start Date | Due Date |
|---|---|---|---|---|
| Local Union Hall Connection | Started/Open | Chicago Test Provider 1 | | |

**Other**

Category: Career Plan | Term: Long Term Goal | Status: Not Started

*No services for this goal.*

### Case Notes

**Resume update, attend Career and Job Fair events** 08/17/2026

Type: Individual Employment Plan | Entered By: Victor Castillo | Entered: 08/17/2026 5:46 AM

Please assist graduate with updating his resume and ensure graduate participates in Career and Job Fair events.

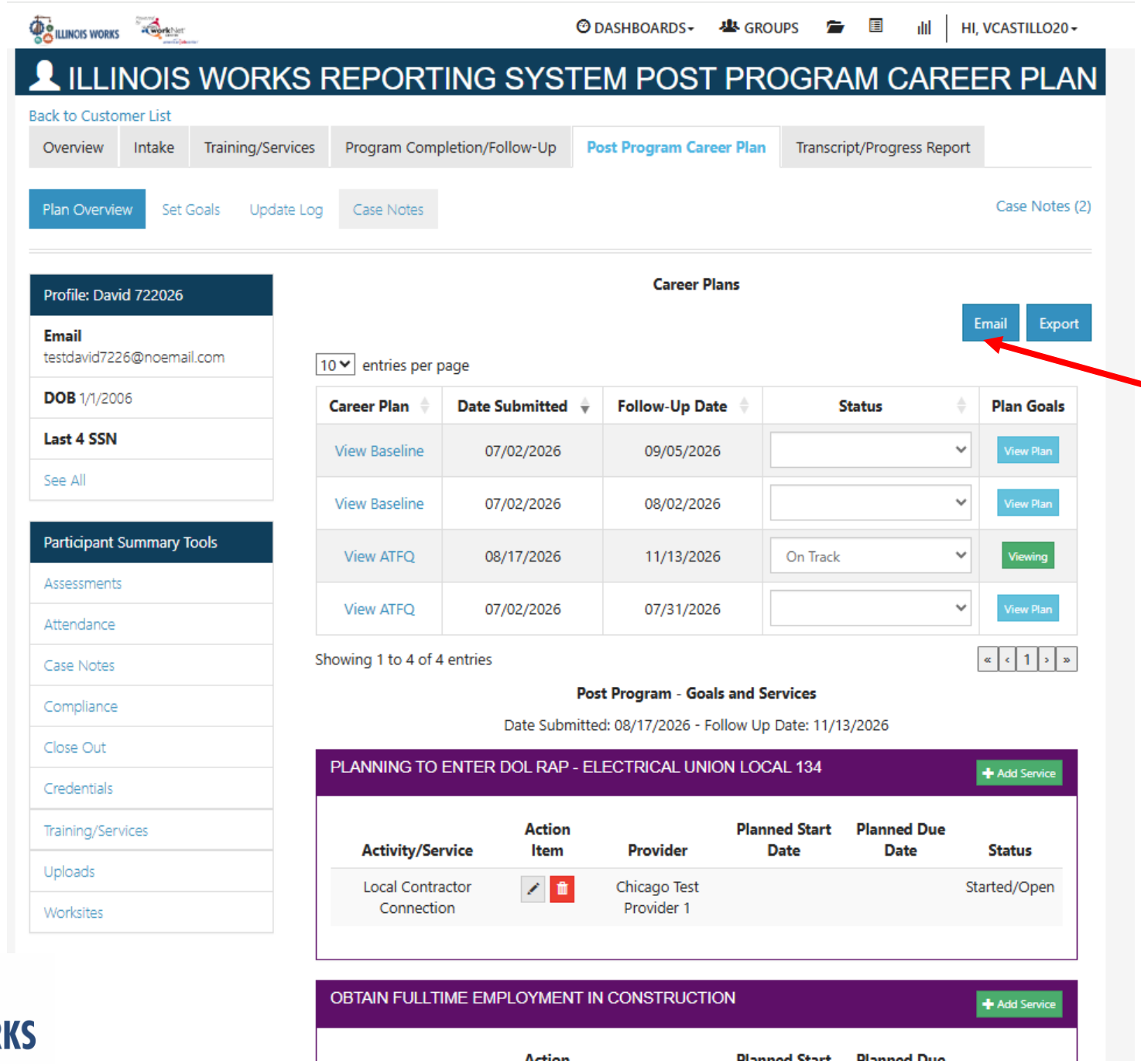
Career Plan Status

Graduate Name

Grantee can view the PPCP on file to ensure that services to be provided are aligned with original goals listed on the plan

ILLINOIS WORKS

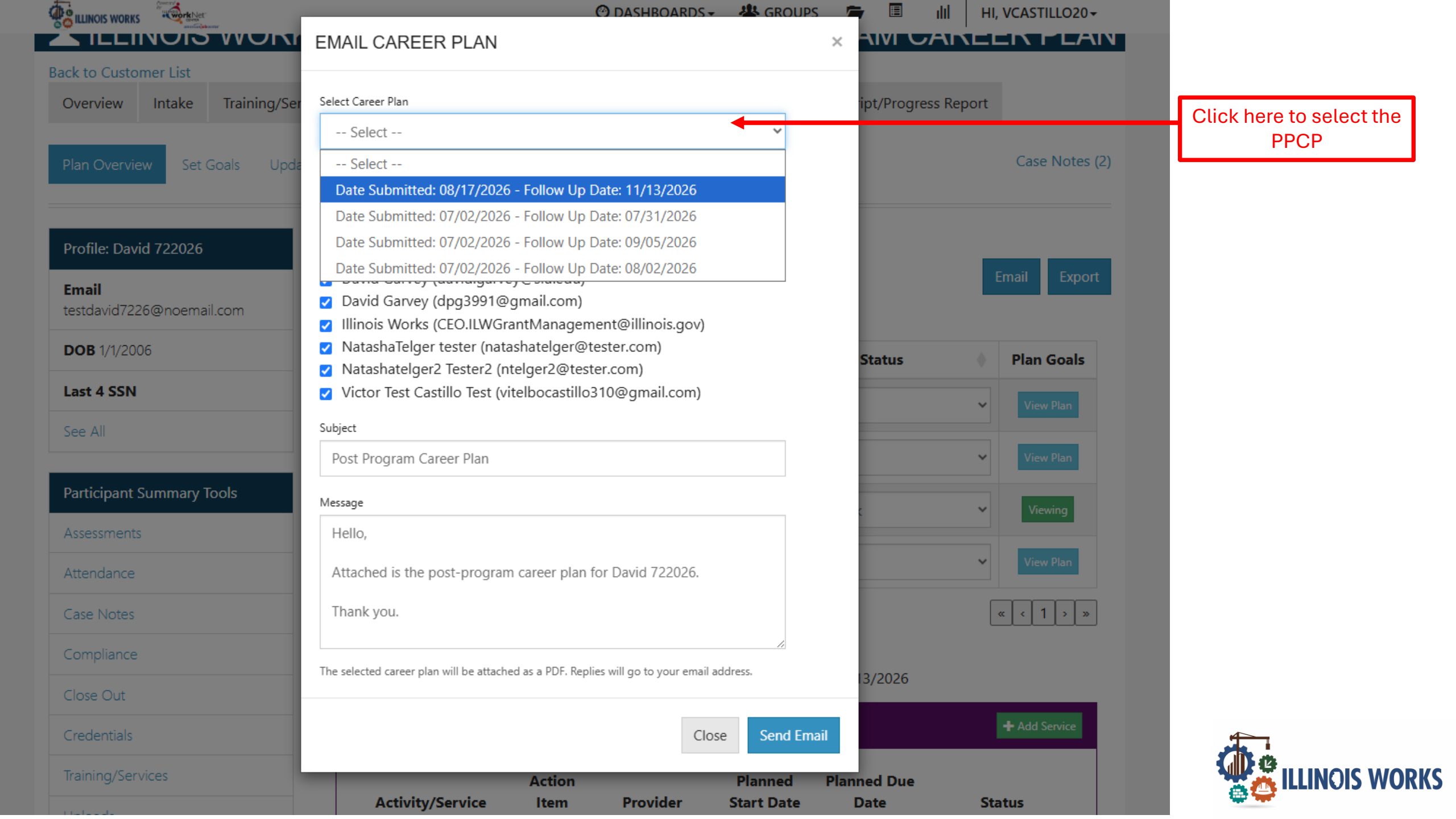
# Step 14: Email the PPCP to the Graduate

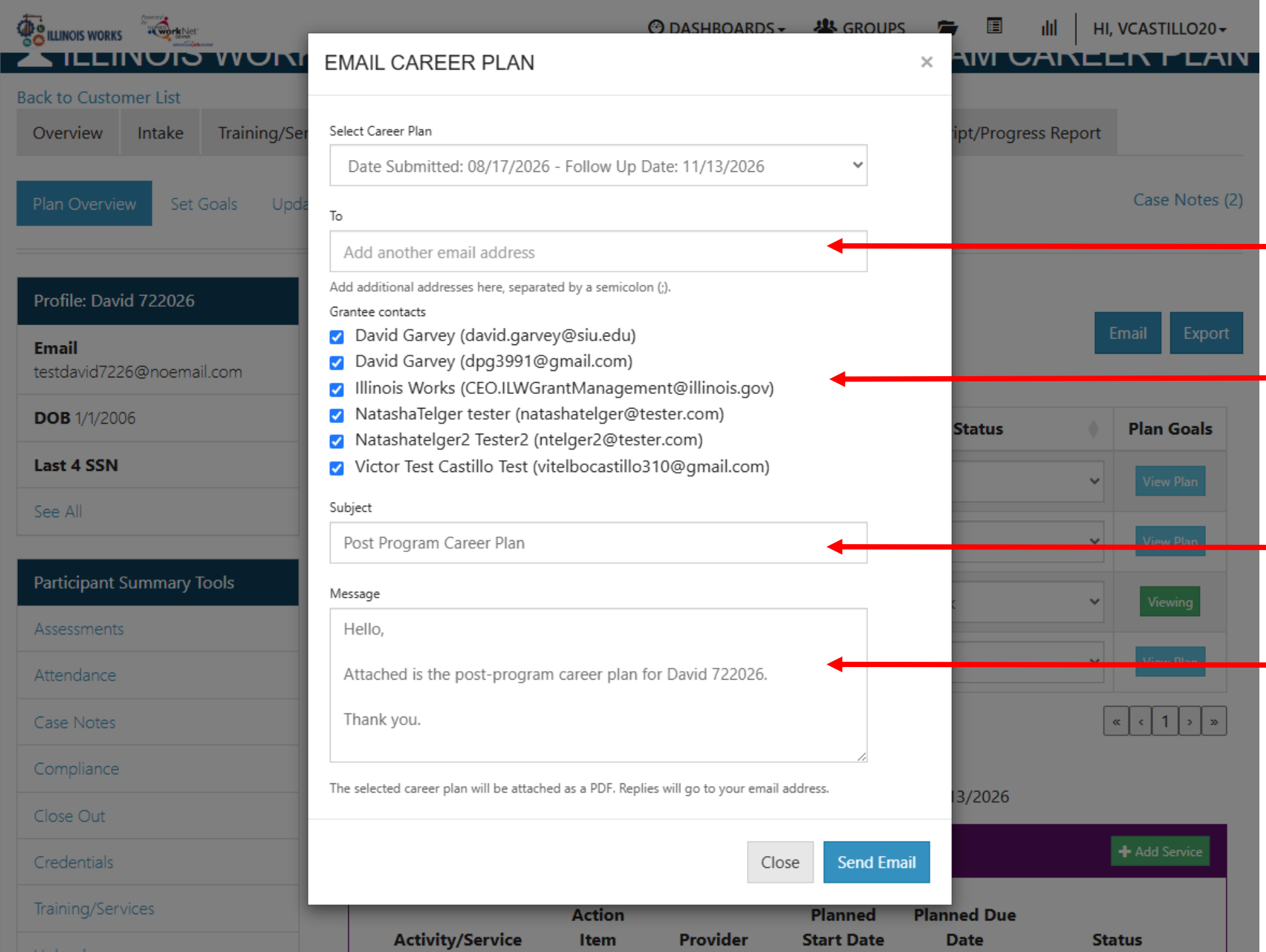



Click here to email the PPCP

ILLINOIS WORKS

ILLINOIS


EMAIL CAREER PLAN
Select Career Plan
-- Select --
-- Select --
Date Submitted: 08/17/2026 - Follow Up Date: 11/13/2026
Date Submitted: 07/02/2026 - Follow Up Date: 07/31/2026
Date Submitted: 07/02/2026 - Follow Up Date: 09/05/2026
Date Submitted: 07/02/2026 - Follow Up Date: 08/02/2026
David Garvey (dpg3991@gmail.com)
Illinois Works (CEO.ILWGrantManagement@illinois.gov)
NatashaTelger tester (natashatelger@tester.com)
Natashatelger2 Tester2 (ntelger2@tester.com)
Victor Test Castillo Test (vitelbocastillo310@gmail.com)
Subject
Post Program Career Plan
Message
Hello,
Attached is the post-program career plan for David 722026.
Thank you.
The selected career plan will be attached as a PDF. Replies will go to your email address.
Close
Send Email
Click here to select the PPCP



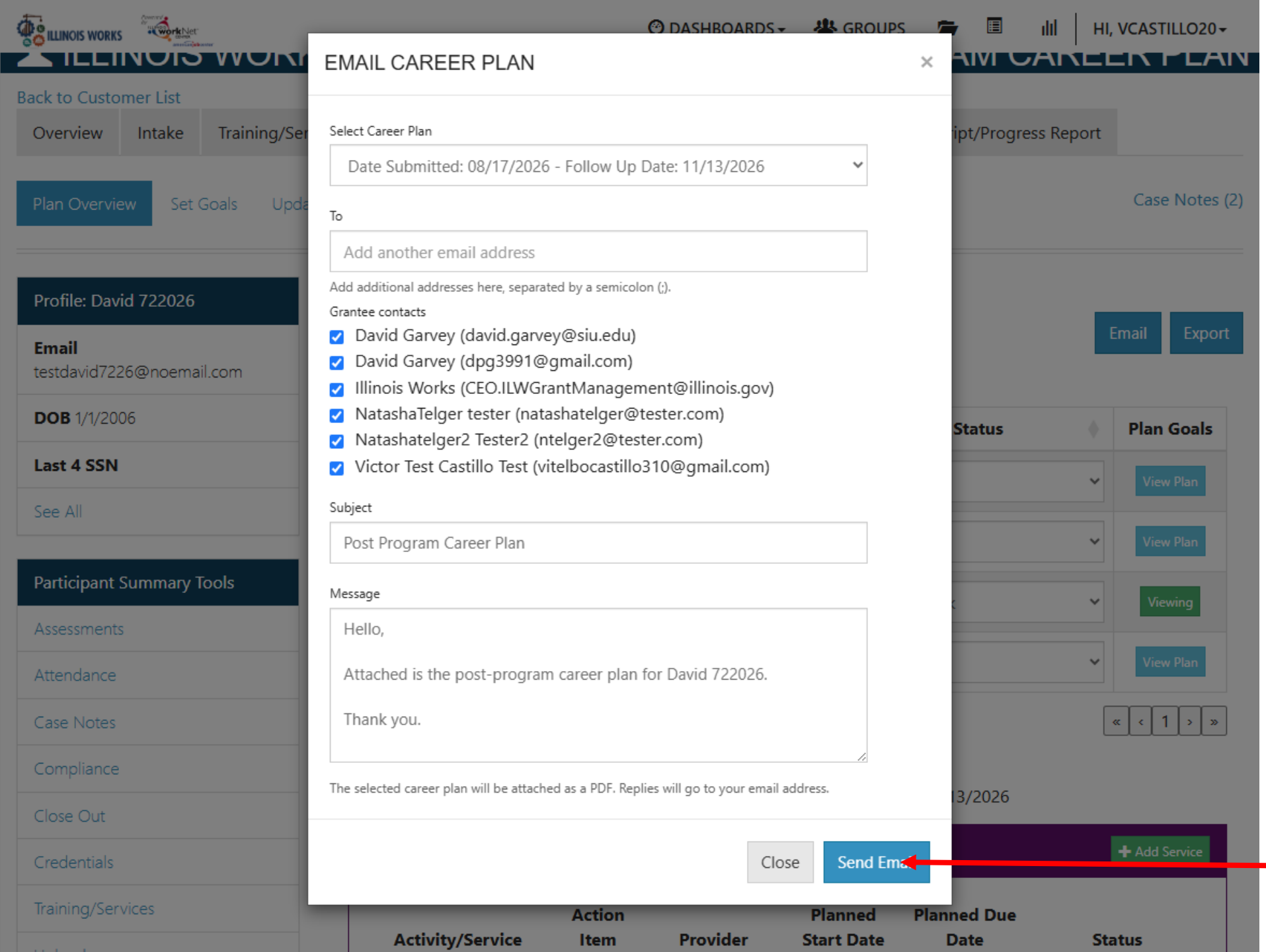

Click here to add another email to send the PPCP

Select here the name of the Grantee/TSC

Type the subject of the email here:
Post-Program Career Plan

Type a message to the graduate inside this box

ILLINOIS WORKS







Click here to email the plan

# Understanding the Graduates' Career Pathways & Plan Selection

- **Not planning to Enter a DoL RAP**
- **Planning to Enter a DoL RAP**
- **Accepted to a DoL RAP**



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS

# Not Planning to Enter a DoL RAP

CAREER PLAN DETAIL ×

## Career Plan

| | |
|---|---|
| Date Submitted | 07/02/2026 |
| Follow-Up Date | 07/31/2026 |
| Updated By | davidgarvey |
| Updated | 07/02/2026 |
| Profile Status | Post Program Active Tracking |
| Career Plan Status | Not Started |

## Apprenticeship

| | |
|---|---|
| DOL Apprenticeship | Not planning to enter Registered Apprenticeship Program |
| No-DOL Type | Other |
| Reason for Other | rwewerwerwerew |

## Dates & Status

| | |
|---|---|
| Completion Date | 07/02/2026 |

Close

| | | | | |
|---|---|---|---|---|
| View Baseline | 07/02/2026 | 08/02/2026 | | View Plan |
| View ATFQ | 08/17/2026 | 11/13/2026 | Not Started | View Plan |
| View ATFQ | 07/02/2026 | 07/31/2026 | Not Started | Viewing |

Showing 1 to 4 of 4 entries « ‹ 1 › »

**Post Program - Goals and Services**

Date Submitted: 07/02/2026 - Follow Up Date: 07/31/2026

### OBTAIN FULLTIME EMPLOYMENT IN CONSTRUCTION

+ Add Service

| Activity/Service | Action Item | Provider | Planned Start Date | Planned Due Date | Status |
|---|---|---|---|---|---|
| Local Union Hall Connection | | Chicago Test Provider 1 | | | Planned/Not Started (Scheduled) |

### OTHER

+ Add Service

| Activity/Service | Action Item | Provider | Planned Start Date | Planned Due Date | Status |
|---|---|---|---|---|---|
| Local DOL RAP Connection | | Chicago Test Provider 1 | | | Planned/Not Started (Scheduled) |

# Planning to Enter a DoL RAP

CAREER PLAN DETAIL

## Career Plan

| | |
|---|---|
| Date Submitted | 08/17/2026 |
| Follow-Up Date | 11/13/2026 |
| Updated By | Vcastillo20 |
| Updated | 08/17/2026 |
| Profile Status | Post Program Active Tracking |
| Career Plan Status | Not Started |
| Notes | I spoke with graudate, he is currently not employed, but he is in search of FT employment. He was advised to update his resume. His main goal is to join IBEW local 134 Electrical Union in Chicago. A Post Program Career Plan has been created for the Grantee to follow up and provide services accordingly. |

## Apprenticeship

| | |
|---|---|
| DOL Apprenticeship | Planning to enter DOL Registered Apprenticeship Program |
| Apprenticeship Type | Planning to apply for a DOL apprenticeship |
| Pursuing Trade Flat | Electricians |

## Availability & Employment

| | |
|---|---|
| Available (Construction, 3 mo) | Yes |
| Available (Apprenticeship, 3 mo) | Yes |
| Employed | No |
| Are you looking for PT or FT employment? | Full-time |

## Dates & Status

| | |
|---|---|
| Completion Date | 08/14/2026 |

**Career Plans**

Email Export

10 entries per page

| Career Plan | Date Submitted | Follow-Up Date | Status | Plan Goals |
|---|---|---|---|---|
| View Baseline | 07/02/2026 | 09/05/2026 | | View Plan |
| View Baseline | 07/02/2026 | 08/02/2026 | | Viewing |
| View ATFQ | 08/17/2026 | 11/13/2026 | Not Started | View Plan |
| View ATFQ | 07/02/2026 | 07/31/2026 | Not Started | View Plan |

Showing 1 to 4 of 4 entries

« ‹ 1 › »

**Post Program - Goals and Services**

Date Submitted: 07/02/2026 - Follow Up Date: 08/02/2026

**PLANNING TO ENTER DOL RAP** + Add Service

| Activity/Service | Action Item | Provider | Planned Start Date | Planned Due Date | Status |
|---|---|---|---|---|---|
| Local Contractor Connection | | Chicago Test Provider 1 | | | Planned/Not Started (Scheduled) |

**OBTAIN FULLTIME EMPLOYMENT IN CONSTRUCTION** + Add Service

| Activity/Service | Action Item | Provider | Planned Start Date | Planned Due Date | Status |
|---|---|---|---|---|---|
| Local Union Hall Connection | | Chicago Test Provider 1 | | | Planned/Not Started (Scheduled) |

# Accepted to a DoL RAP

CAREER PLAN DETAIL

## Career Plan

| | |
|---|---|
| Date Submitted | 01/20/2026 |
| Follow-Up Date | 03/22/2026 |
| Updated By | mrjohnjames |
| Updated | 01/20/2026 |
| Profile Status | Post Program Active Tracking |
| Career Plan Status | Complete |
| Notes | Enrolled in IBEW local 193 Springfield and now in 2nd year. DL and car. Very positive about the PAP program. Said he's encouraged a friend to enter the laborer's union. Discussed Bid Credit, Resume and Proof of apprenticeship. |

## Apprenticeship

| | |
|---|---|
| DOL Apprenticeship | Planning to enter DOL Registered Apprenticeship Program |
| Apprenticeship Type | Enrolled in DOL Apprenticeship |
| Pursuing Trade Flat | Electricians |

## Availability & Employment

| | |
|---|---|
| Available (Construction, 3 mo) | No |
| Available (Apprenticeship, 3 mo) | No |
| Employed | Yes |

## Union / Trade

| | |
|---|---|
| Fringe Benefits | Yes |

## Employer

CAREER PLAN DETAIL

## Career Plan

| | |
|---|---|
| Date Submitted | 12/09/2025 |
| Follow-Up Date | 03/09/2026 |
| Updated By | mrjohnjames |
| Updated | 12/09/2025 |
| Profile Status | Post Program Active Tracking |
| Notes | Learns really fast. Carpenter local 270. Reports being fast-tracked to his 4th yr. DL and car. Discussed Bid Credit, proof of RAP and coming back to speak to current students. |

## Apprenticeship

| | |
|---|---|
| DOL Apprenticeship | Planning to enter DOL Registered Apprenticeship Program |
| Apprenticeship Type | Enrolled in DOL Apprenticeship |
| Pursuing Trade Flat | Carpenter |

## Availability & Employment

| | |
|---|---|
| Available (Construction, 3 mo) | No |
| Available (Apprenticeship, 3 mo) | No |
| Employed | Yes |

## Union / Trade

| | |
|---|---|
| Fringe Benefits | Yes |

## Employer

| | |
|---|---|
| Employer | Lavedere Construction |



# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Career and Job Fair Events



**Enisa Jakupovic**
Senior Manager - Career Services - Downstate

**Sarah Graham**
Senior Manager - Career Services - Chicago

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

ILLINOIS WORKS

# Objectives



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

- Identify the key components of the ILW Career Services Career/Fair engagement process.
- Navigate and utilize key functions of the Career and Job Fair Coordination Platform.
- Become familiar with the event evaluations and learn how to use the QR codes and links.
- Learn about the Career/Job Fair planning timelines and expectations.
- Discuss common challenges when organizing Career/Job Fair and benefits of collaborations.
- Review current statewide Career/Job Fair analysis and learn about upcoming regional ILW Career Fair goals.

# Step 1 – Create Your Career/Job Fair Event

Career and Job Fair Coordination Platform Link:
New Event Request

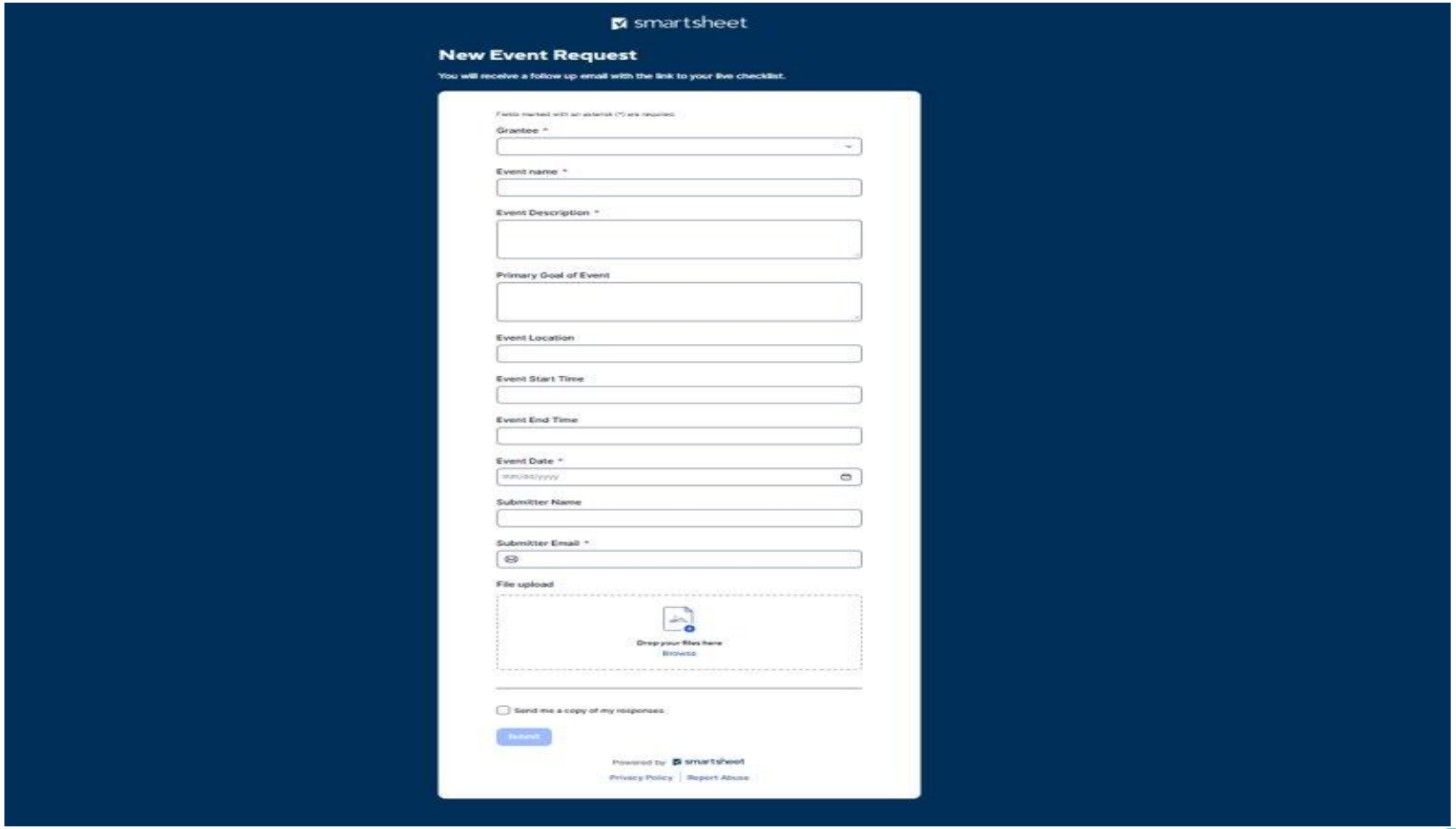
OR

https://app.smartsheet.com/b/form/019ddb4bb5307eab870216d18e7ab6e4

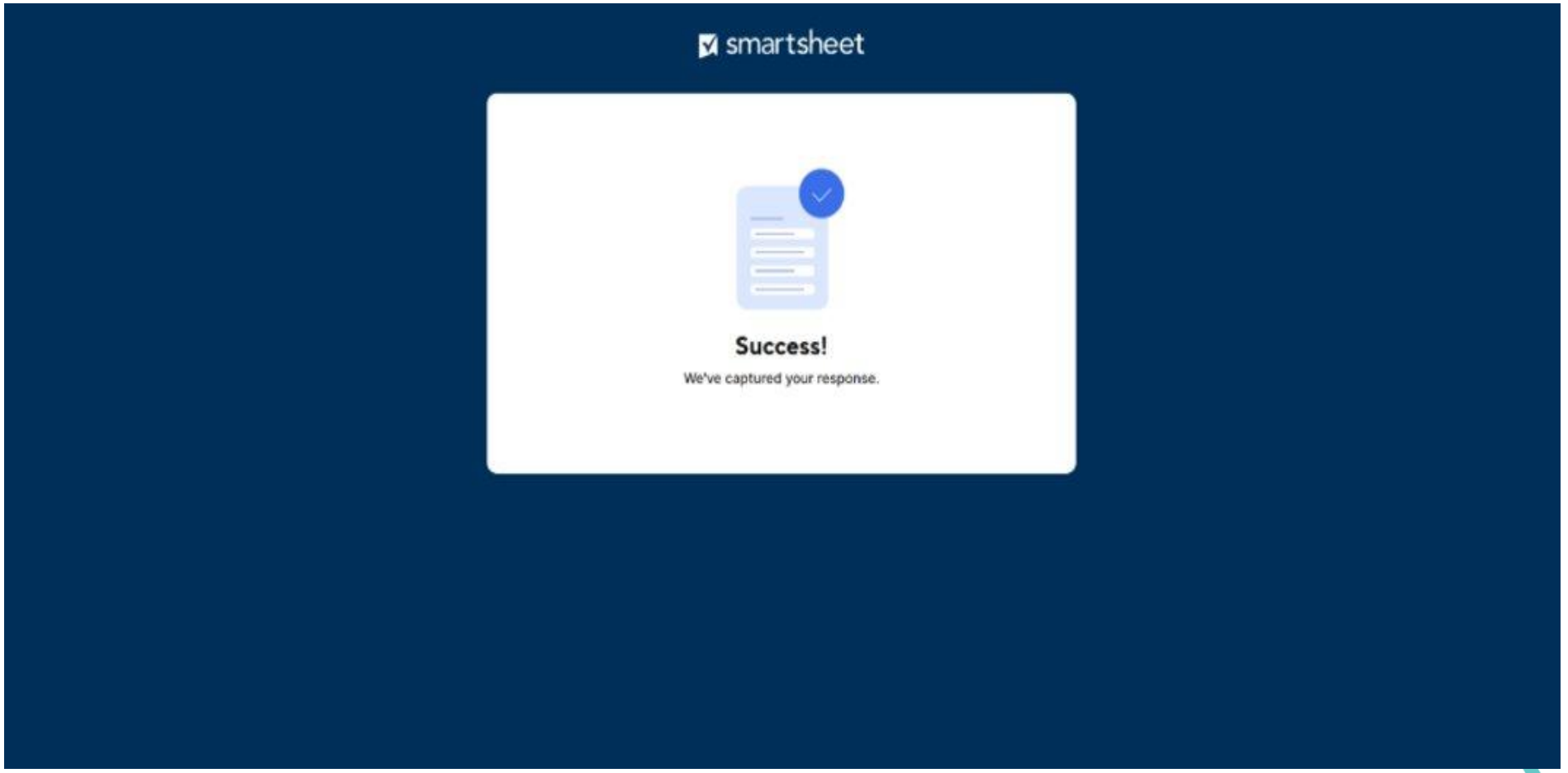
- This is how and where grantees will submit a new Career/Job Fair request.



# New Event Request Form



# When Event is Successfully Created



# Email Notification – Link to Checklist

smartsheet

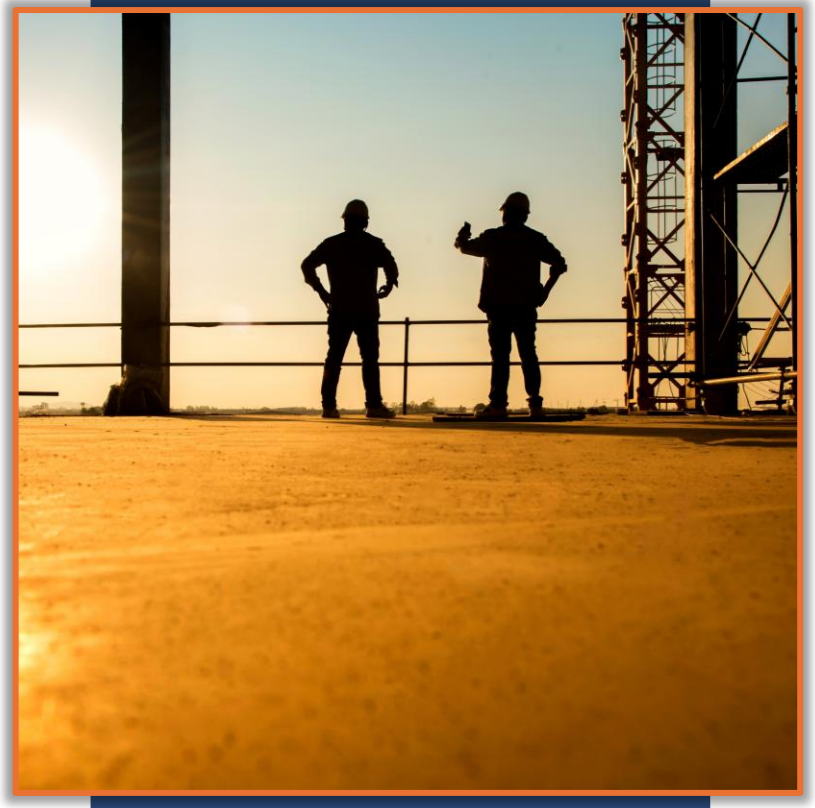
**Link to Checklist**

Thank you for submitting your career fair event. Please use the link below to access your Career Fair Checklist:
https://app.smartsheet.com/b/publish?EQBCT=abcfde4b1a214028a1bf157f0d7a6426

Unsubscribe from workflow id: 340391081678630 8

© 2026 Smartsheet Inc. Privacy Notice | Report Spam | Provide Feedback

Download the app for Mac | Download the app for Windows



# Step 2- Follow Link in Email

Checklist ⋮ smartsheet

Grid | Filter | Arial | 12 | B I U S

| | Career/Job Fair Checklist | Status | Explanation | Date Updated |
|---|---|---|---|---|
| 1 | **Event** | | **Ascending Knowledge Career Fair** | **07/27/26** |
| 2 | Event ID | | 00036 | 07/27/26 |
| 3 | Event Date | | 07/29/26 | 07/27/26 |
| 4 | Grantee Contact | | | 07/27/26 |
| 5 | Career Services Contact | | sarah.graham@illinois.gov | 07/27/26 |
| 6 | Question/Response from Grantee | | | |
| 7 | Question/Response from Career Services | | | |
| 8 | **Event Approval Status** | **Pending** | **Notify Grantee QR Code and event is ready to go** | |
| 9 | **Job Aid Attached on this row** | | | |
| 10 | **Career Fair Planning** | | | |
| 11 | Career Job Fair General Requirements | 0% | | |
| 12 | Engagement with graduates. (i.e. career services presentation, interviewing skills, resume workshop, retaining employment, strategies if denied into a program, etc.) | Pending | If blocked, please provide details | |
| 13 | Employer and DOL RAPs in attendance and set up at tables | Pending | Text box for list | |
| 14 | Coordinate with Illinois Works Career Services Specialist relating to the planning and execution of event. | In Progress | | 07/27/26 |
| 15 | Establish Districts & Event Location | 100% | | 07/27/26 |
| 16 | Determine who will be invited | Completed | If blocked, please provide details | 07/27/26 |
| 17 | Schedule event location | Completed | If blocked, please provide details | 07/27/26 |
| 18 | Identify and reserve host site | Completed | If blocked, please provide details | 07/27/26 |
| 19 | Invite Attendees | 33% | | 07/27/26 |
| 20 | 5-10 reputable contractors in the construction industry. | Completed | Text box for lists | 07/27/26 |
| 21 | 5-10 representatives from DOL Registered Apprenticeship Programs. | In Progress | Text box for lists | 07/27/26 |
| 22 | All active program participants and previous IL Works graduates. Please correspond with IL Works Career Services team for updated contact information of graduates. | In Progress | If blocked, please provide details | 07/27/26 |
| 23 | Plan For Participants/Graduates Prof. Dev. | 0% | | |
| 24 | ILW Career Services to facilitate brief presentation on role of ILW Career Services. | n/a | Text box for details of presenter | 07/27/26 |

# Step 3 – Work in the Status Column

Checklist ⋮ smartsheet

Grid | Filter | Arial | 12 | B I U S

| | Career/Job Fair Checklist | Status | Explanation | Date Updated |
|---|---|---|---|---|
| 1 | **Event** | | **Ascending Knowledge Career Fair** | **07/27/26** |
| 2 | Event ID | | 00036 | 07/27/26 |
| 3 | Event Date | | 07/29/26 | 07/27/26 |
| 4 | Grantee Contact | | | 07/27/26 |
| 5 | Career Services Contact | | sarah.graham@illinois.gov | 07/27/26 |
| 6 | Question/Response from Grantee | | | |
| 7 | Question/Response from Career Services | | | |
| 8 | **Event Approval Status** | **Pending** | **Notify Grantee QR Code and event is ready to go** | |
| 9 | **Job Aid Attached on this row** | | | |
| 10 | **Career Fair Planning** | | | |
| 11 | Career Job Fair General Requirements | 0% | | |
| 12 | Engagement with graduates. (i.e. career services presentation, interviewing skills, resume workshop, retaining employment, strategies if denied into a program, etc.) | Pending | If blocked, please provide details | |
| 13 | Employer and DOL RAPs in attendance and set up at tables | Pending | Text box for list | |
| 14 | Coordinate with Illinois Works Career Services Specialist relating to the planning and execution of event. | In Progress | | 07/27/26 |
| 15 | Establish Districts & Event Location | 100% | | 07/27/26 |
| 16 | Determine who will be invited | Completed | If blocked, please provide details | 07/27/26 |
| 17 | Schedule event location | Completed | If blocked, please provide details | 07/27/26 |
| 18 | Identify and reserve host site | Completed | If blocked, please provide details | 07/27/26 |
| 19 | Invite Attendees | 33% | | 07/27/26 |
| 20 | 5-10 reputable contractors in the construction industry. | Completed | Text box for lists | 07/27/26 |
| 21 | 5-10 representatives from DOL Registered Apprenticeship Programs. | In Progress | Text box for lists | 07/27/26 |
| 22 | All active program participants and previous IL Works graduates. Please correspond with IL Works Career Services team for updated contact information of graduates. | In Progress | If blocked, please provide details | 07/27/26 |
| 23 | Plan For Participants/Graduates Prof. Dev. | 0% | | |
| 24 | ILW Career Services to facilitate brief presentation on role of ILW Career Services. | n/a | Text box for details of presenter | 07/27/26 |

# Step 4 – Work in the Explanation Column

Checklist ⋮ smartsheet

Grid | Filter | Arial | 12 | B I U S

| | Career/Job Fair Checklist | Status | Explanation | Date Updated |
|---|---|---|---|---|
| 1 | **Event** | | **Ascending Knowledge Career Fair** | **07/27/26** |
| 2 | Event ID | | 00036 | 07/27/26 |
| 3 | Event Date | | 07/29/26 | 07/27/26 |
| 4 | Grantee Contact | | | 07/27/26 |
| 5 | Career Services Contact | | sarah.graham@illinois.gov | 07/27/26 |
| 6 | Question/Response from Grantee | | | |
| 7 | Question/Response from Career Services | | | |
| 8 | **Event Approval Status** | **Pending** | **Notify Grantee QR Code and event is ready to go** | |
| 9 | **Job Aid Attached on this row** | | | |
| 10 | **Career Fair Planning** | | | |
| 11 | Career Job Fair General Requirements | 0% | | |
| 12 | Engagement with graduates. (i.e. career services presentation, interviewing skills, resume workshop, retaining employment, strategies if denied into a program, etc.) | Pending | If blocked, please provide details | |
| 13 | Employer and DOL RAPs in attendance and set up at tables | Pending | Text box for list | |
| 14 | Coordinate with Illinois Works Career Services Specialist relating to the planning and execution of event. | In Progress | | 07/27/26 |
| 15 | Establish Districts & Event Location | 100% | | 07/27/26 |
| 16 | Determine who will be invited | Completed | If blocked, please provide details | 07/27/26 |
| 17 | Schedule event location | Completed | If blocked, please provide details | 07/27/26 |
| 18 | Identify and reserve host site | Completed | If blocked, please provide details | 07/27/26 |
| 19 | Invite Attendees | 33% | | 07/27/26 |
| 20 | 5-10 reputable contractors in the construction industry. | Completed | Text box for lists | 07/27/26 |
| 21 | 5-10 representatives from DOL Registered Apprenticeship Programs. | In Progress | Text box for lists | 07/27/26 |
| 22 | All active program participants and previous IL Works graduates. Please correspond with IL Works Career Services team for updated contact information of graduates. | In Progress | If blocked, please provide details | 07/27/26 |
| 23 | Plan For Participants/Graduates Prof. Dev. | 0% | | |
| 24 | ILW Career Services to facilitate brief presentation on role of ILW Career Services. | n/a | Text box for details of presenter | 07/27/26 |

# Step 5 - Question/Response from Career Services

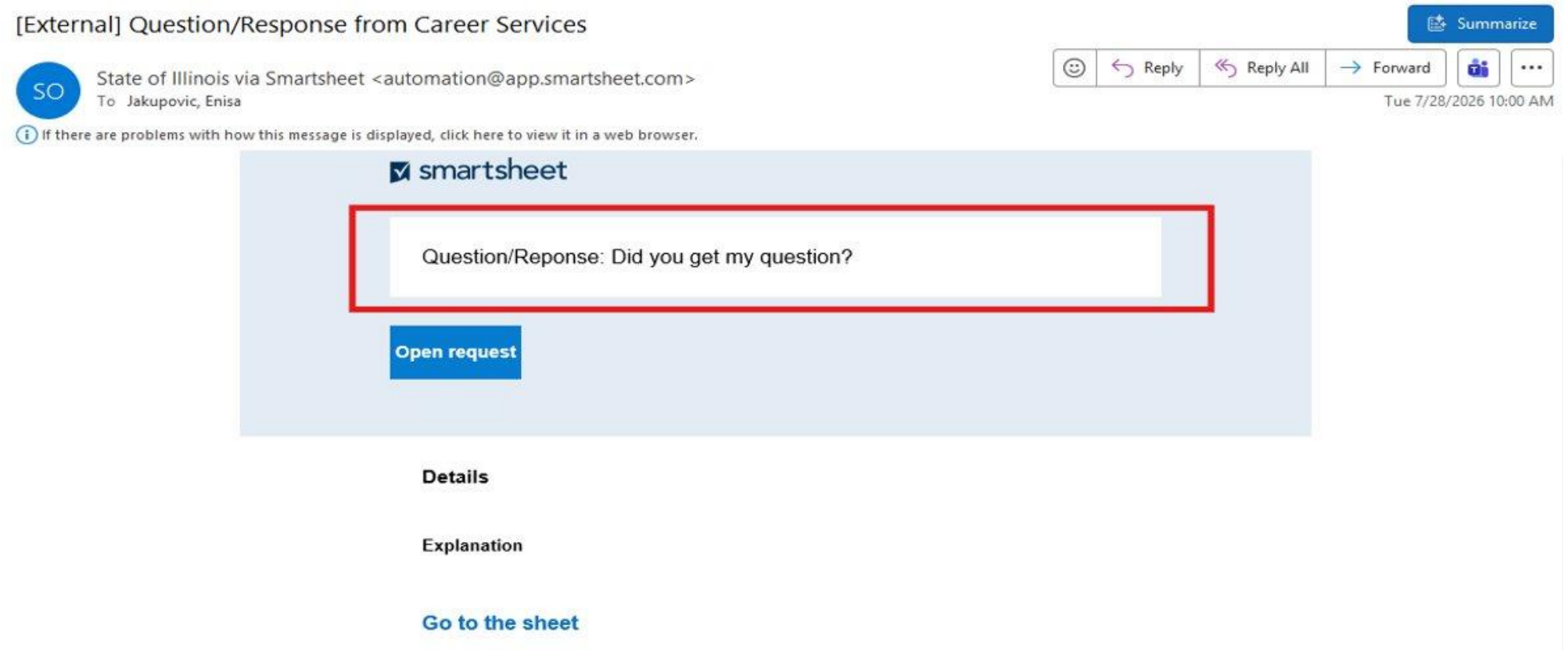
File Automation Forms Connections — Checklist

Grid | Filter | Arial | 10

| | Career/Job Fair Checklist | Status | Explanation | Date Updated |
|---|---|---|---|---|
| 1 | **Event** | | **RCC Career Fair** | **07/28/26** |
| 2 | Event ID | | 00037 | 07/28/26 |
| 3 | Event Date | | 07/21/26 | 07/28/26 |
| 4 | Grantee Contact | | sarah.graham@illinois.gov | 07/28/26 |
| 5 | Career Services Contact | | enisa.jakupovic@illinois.gov | 07/28/26 |
| 6 | Question/Response from Grantee | | Did you get my question? | 07/28/26 |
| 7 | Question/Response from Career Services | | I received this message and four notifications regarding issues. Is this it? | 07/28/26 |
| 8 | **Event Approval Status** | **Pending** | **Notify Grantee QR Code and event is ready to go** | |
| 9 | **Job Aid Attached on this row** | | | |
| 10 | **Career Fair Planning** | | | |
| 11 | Career Job Fair General Requirements | 33% | | 07/28/26 |
| 12 | Engagement with gradutaes. (i.e. career services presentation, interviewing skills, resume workshop, retaining employment, strategies if denied into a program, etc.) | Completed | If blocked, please provide details | 07/28/26 |
| 13 | Employer and DOL RAPs in attendance and set up at tables | In Progress | Please list here: | 07/28/26 |
| 14 | Coordinate with Illinois Works Career Services Specialist relating to the planning and execution of event. | In Progress | | 07/28/26 |

**Grantee/ILW Career Services Communication via the platform.**

# Question/Response – Grantee



# Question/Response – Career Services Specialist

**From:** State of Illinois via Smartsheet <automation@app.smartsheet.com>
**Sent:** Tuesday, July 28, 2026 10:15 AM
**To:** Graham, Sarah <Sarah.Graham@Illinois.gov>
**Subject:** [External] Question/Response from Grantee

smartsheet

Question/Reponse: I received this message and four notifications regarding issues. Is this it?

Open request

**Details**

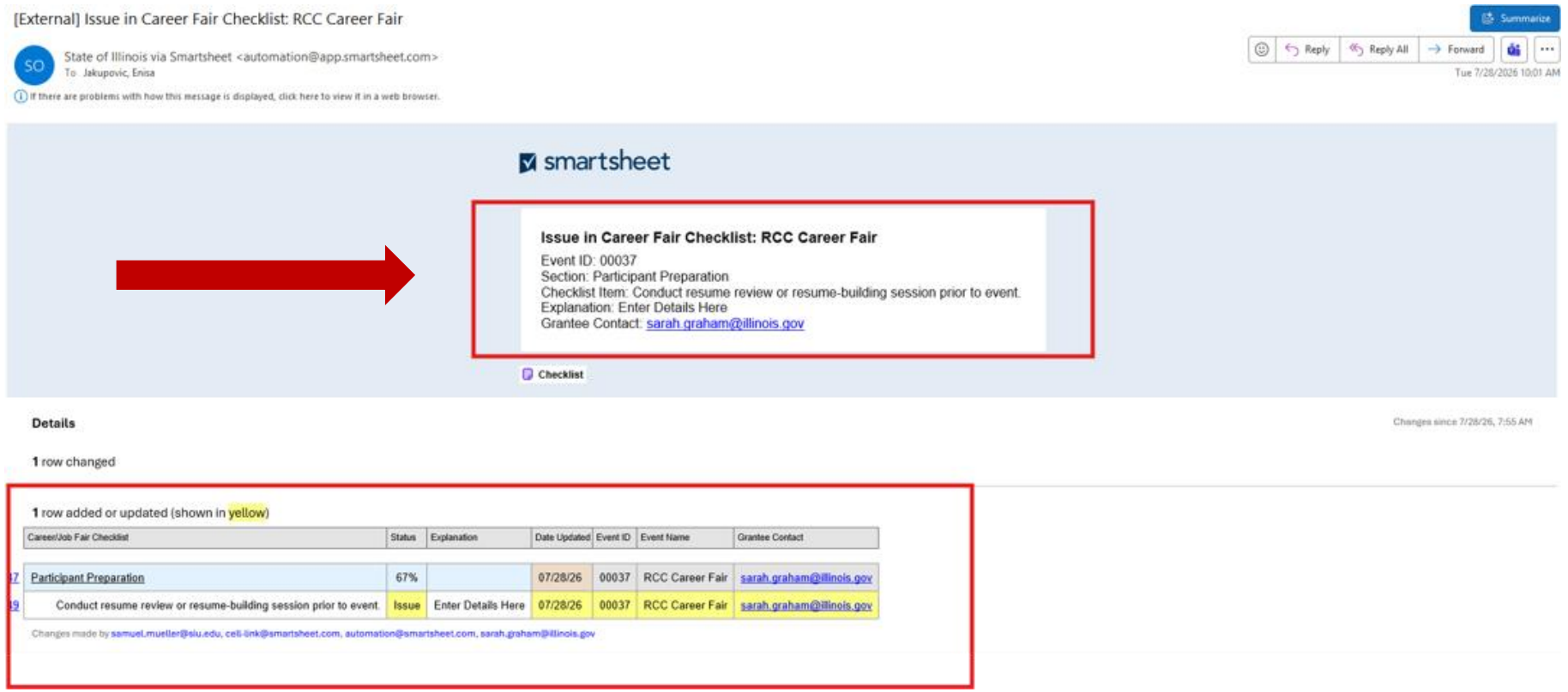
**Explanation** Did you get my question?

Go to the sheet

# Step 6 - Reporting an Issue in Event Planning

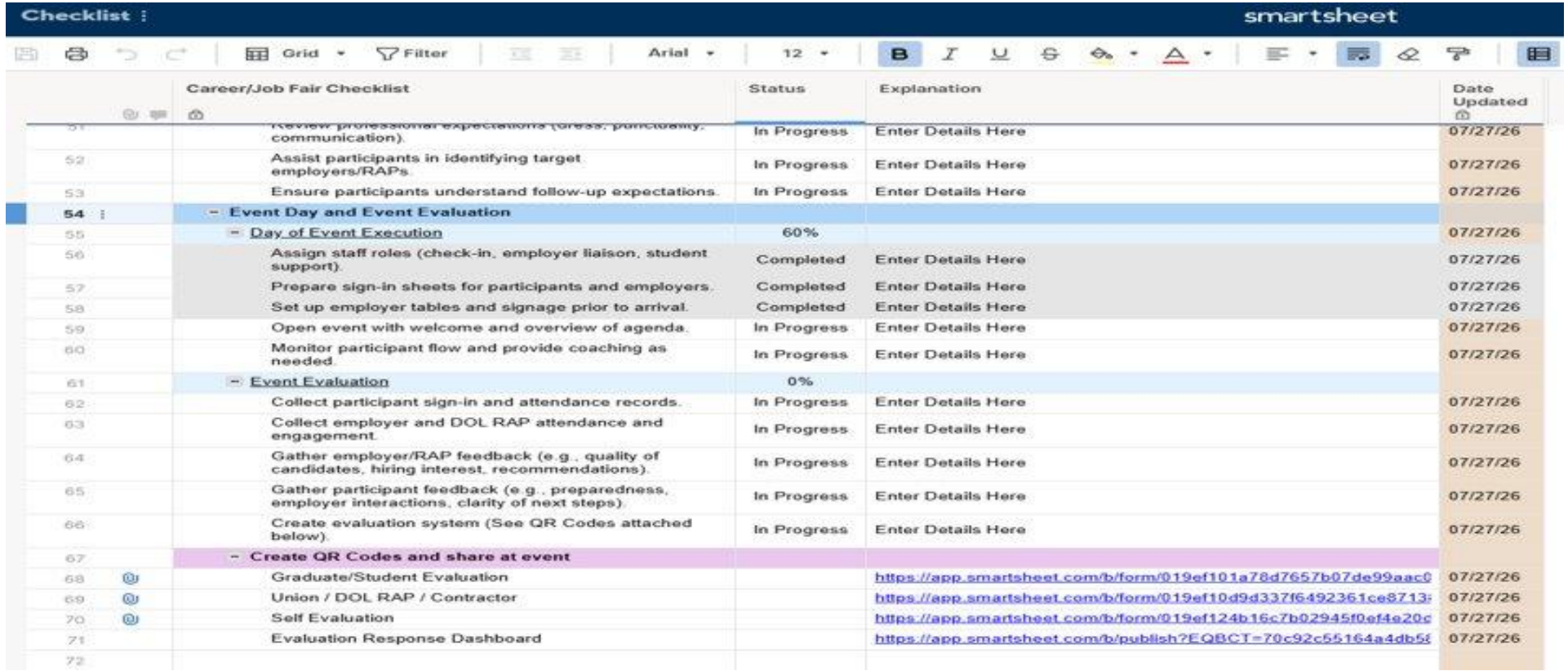
**Grantee reporting an issue in Career Fair Checklist – Participant Preparation Section**

**Issue Details**



# Step 7 - Career/Job Fair Evaluations

**Evaluations are listed at the bottom of the checklist.**




| | Career/Job Fair Checklist | Status | Explanation | Date Updated |
|---|---|---|---|---|
| 51 | (review professional expectations (dress, punctuality, communication). | In Progress | Enter Details Here | 07/27/26 |
| 52 | Assist participants in identifying target employers/RAPs. | In Progress | Enter Details Here | 07/27/26 |
| 53 | Ensure participants understand follow-up expectations. | In Progress | Enter Details Here | 07/27/26 |
| 54 | **Event Day and Event Evaluation** | | | |
| 55 | Day of Event Execution | 60% | | 07/27/26 |
| 56 | Assign staff roles (check-in, employer liaison, student support). | Completed | Enter Details Here | 07/27/26 |
| 57 | Prepare sign-in sheets for participants and employers. | Completed | Enter Details Here | 07/27/26 |
| 58 | Set up employer tables and signage prior to arrival. | Completed | Enter Details Here | 07/27/26 |
| 59 | Open event with welcome and overview of agenda. | In Progress | Enter Details Here | 07/27/26 |
| 60 | Monitor participant flow and provide coaching as needed. | In Progress | Enter Details Here | 07/27/26 |
| 61 | Event Evaluation | 0% | | |
| 62 | Collect participant sign-in and attendance records. | In Progress | Enter Details Here | 07/27/26 |
| 63 | Collect employer and DOL RAP attendance and engagement. | In Progress | Enter Details Here | 07/27/26 |
| 64 | Gather employer/RAP feedback (e.g., quality of candidates, hiring interest, recommendations). | In Progress | Enter Details Here | 07/27/26 |
| 65 | Gather participant feedback (e.g., preparedness, employer interactions, clarity of next steps). | In Progress | Enter Details Here | 07/27/26 |
| 66 | Create evaluation system (See QR Codes attached below). | In Progress | Enter Details Here | 07/27/26 |
| 67 | **Create QR Codes and share at event** | | | |
| 68 | Graduate/Student Evaluation | | https://app.smartsheet.com/b/form/019ef101a78d7657b07de99aac0 | 07/27/26 |
| 69 | Union / DOL RAP / Contractor | | https://app.smartsheet.com/b/form/019ef10d9d337f6492361ce8713 | 07/27/26 |
| 70 | Self Evaluation | | https://app.smartsheet.com/b/form/019ef124b16c7b02945f0ef4e20c | 07/27/26 |
| 71 | Evaluation Response Dashboard | | https://app.smartsheet.com/b/publish?EQBCT=70c92c55164a4db5 | 07/27/26 |
| 72 | | | | |



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

# Evaluations Continued

There are three types of evaluations that should be completed after the event, which are listed below. Also, the evaluation response dashboard compiles and tracks all participant responses.

- Graduate Evaluation Form
- Unions/Contractors/Apprenticeship Programs
- Grantee Self-Evaluation
- Evaluations Response Dashboard

| | | | |
|---|---|---|---|
| | | – Create QR Codes and share at event | |
| | | Graduate Evaluation | https://app.smartsheet.com/b/form/019ef101a78d7657b07de99aac0 |
| | | Unions/Contractors/Apprenticeship Programs Evalution | https://app.smartsheet.com/b/form/019ef10d9d337f6492361ce8713 |
| | | Grantee Self-Evaluation | https://app.smartsheet.com/b/form/019ef124b16c7b02945f0ef4e20c |
| | | Evaluation Response Dashboard | https://app.smartsheet.com/b/publish?EQBCT=55ff9c0346e648248 |



# Evaluations Continued

- Evaluation links can be emailed to all Career/Job Fair participants.
- QR codes should also be shared and displayed throughout the Career/Job Fair.
- Ask participants, partners, and grantees to use the attached QR codes.
- Each evaluation includes its own QR code (indicated by the paperclip icon).





| | | | | |
|---|---|---|---|---|
| 67 | | − Create QR Codes and share at event | | |
| 68 | 📎 | Graduate/Student Evaluation | https://app.smartsheet.com/b/form/019ef101a78d7657b07de99aac0 | 07/27/26 |
| 69 | 📎 | Union / DOL RAP / Contractor | https://app.smartsheet.com/b/form/019ef10d9d337f6492361ce8713 | 07/27/26 |
| 70 | 📎 | Self Evaluation | https://app.smartsheet.com/b/form/019ef124b16c7b02945f0ef4e20c | 07/27/26 |
| 71 | | Evaluation Response Dashboard | https://app.smartsheet.com/b/publish?EQBCT=70c92c55164a4db58 | 07/27/26 |
| 72 | | | | |





# Evaluations Dashboard

- Review your Evaluation Dashboard after each fair.
- Confirm that participants completed and submitted their surveys.
- Use collected feedback to prepare for your next Career/Job Fair; review event highlights and areas that need improvement.
- Discuss findings internally and with CSS to improve future events.



# Are you new to Smartsheet?

Check out these free onboarding Smartsheet webinars. They can give you foundational knowledge and help you understand what's possible with the platform.




Smartsheet link - Part I overview

Smartsheet.com/onboarding-video-series Part I

Smartsheet link - Part II overview

Smartsheet.com/onboarding-video-series Part II

# Career Planning Timeline and Expectations

**90 Days Before the Event**

**Checklist – Sections 1 and 2**

| Career Fair Planning | Status | Explanation |
|---|---|---|
| Career Job Fair General Requirements | 0% | |
| Engagement with gradutaes. (i.e. career services presentation, interviewing skills, resume workshop, retaining employment, strategies if denied into a program, etc.) | Pending | f blocked, please provide details |
| Employer and DOL RAPs in attendance and set up at tables | Pending | Text box for list |
| Coordinate with Illinois Works Career Services Specialist relating to the planning and execution of event. | Pending | |
| Establish Districts & Event Location | 0% | |
| Determine who will be invited | Pending | f blocked, please provide details |
| Schedule event location | Pending | f blocked, please provide details |
| Identify and reserve host site | Pending | f blocked, please provide details |

Pending
Pending
In Progress
Completed
Issue
n/a

Update status and enter notes.



# Career Planning Timeline and Expectations (cont.)

**60 Days Before the Event**

**Checklist – Sections 3, 4 and 5**

| | | |
|---|---|---|
| Invite Attendees | 0% | |
| 5-10 reputable contractors in the construction industry. | Pending | Text box for lists |
| 5-10 representatives from DOL Registered Apprenticeship Programs. | Pending | Text box for lists |
| All active program participants and previous IL Works graduates. Please correspond with IL Works Career Services team for updated contact information of graduates. | Pending | If blocked, please provide details |
| Plan For Participants/Graduates Prof. Dev. | 0% | |
| ILW Career Services to facilitate brief presentation on role of ILW Career Services. | Pending | Text box for details of presenter |
| Grantee to identify at least 2 one-hour long professional development (PD) sessions to lead. | Pending | Text box for details of presenters |
| Grantee to identify presenter(s) to deliver PD sessions. | Pending | Text box for details of presenter |
| Grantee to invite former graduates who have successfully entered DOL Registered Apprenticeship Programs to speak to/network with attendees. | Pending | Enter Details Here |
| Invite DOL RAP representatives to speak on expectations of applicants for their perspective programs. | Pending | Text box for details of presenters |
| Establish Goals | 0% | |
| Define primary goal of event (i.e. job placement, apprenticeship entry, exposure/networking). | Pending | Enter Details Here |
| Identify secondary goals (i.e. mock interview practice, employer relationship-building). | Pending | Enter Details Here |
| Determine success metrics (i.e. interviews conducted, jobs secured, follow-up meetings scheduled). | Pending | Enter Details Here |

Update status and enter notes.



# Career Planning Timeline and Expectations (cont.)

**30 Days Before the Event**

**Checklist – Section 6**

| Timeline and Logistics | 0% | |
|---|---|---|
| Secure accessible venue with adequate space for tables, waiting areas, and workshops. | Pending | Enter Details Here |
| Confirm event date, time, and duration. | Pending | Enter Details Here |
| Ensure ADA compliance and accessibility consideration. | Pending | Enter Details Here |
| Arrange tables, chairs, signage, sound, and power access. | Pending | Enter Details Here |
| Confirm parking and transportation options for participants and employers. | Pending | Enter Details Here |
| Develop event agenda and share with all stakeholders in advance. | Pending | Enter Details Here |

Update status and enter notes.



# Career Planning Timeline and Expectations (cont.)

**2 Weeks Before the Event**

**Checklist – Sections 7 and 8**

| Two Weeks Away From Event | | |
|---|---|---|
| Employer & RAP Prep | 0% | |
| Confirm employer and RAPs attendance at least 2 weeks prior to event. | Pending | Enter Details Here |
| Collect job openings, entry requirements, and application processes from employers/RAPs. | Pending | Enter Details Here |
| Share participant credentials and program overview with employers. | Pending | Enter Details Here |
| Clarify expectations (interviews vs networking). | Pending | Enter Details Here |
| Confirm employers and RAPs bring physical demonstration (hands-on activity), business cards, applications, hand-outs, or QR codes. | Pending | Enter Details Here |
| Participant Preparation | 0% | |
| Make reminder outreach to participants and graduates at least 2 weeks prior to event. | Pending | Enter Details Here |
| Conduct resume review or resume-building session prior to event. | Pending | Enter Details Here |
| Provide interview readiness training (mock interviews encouraged). | Pending | Enter Details Here |
| Review professional expectations (dress, punctuality, communication). | Pending | Enter Details Here |
| Assist participants in identifying target employers/RAPs. | Pending | Enter Details Here |
| Ensure participants understand follow-up expectations. | Pending | Enter Details Here |

Update status and enter notes.



# Career Planning Timeline and Expectations (cont.)

**Day of the Event / Event Evaluations**

**Checklist – Sections 9 and 10**

| | | | |
|---|---|---|---|
| | **Event Day and Event Evaluation** | | |
| | Day of Event Execution | 0% | |
| | Assign staff roles (check-in, employer liaison, student support). | Pending | Enter Details Here |
| | Prepare sign-in sheets for participants and employers. | Pending | Enter Details Here |
| | Set up employer tables and signage prior to arrival. | Pending | Enter Details Here |
| | Open event with welcome and overview of agenda. | Pending | Enter Details Here |
| | Monitor participant flow and provide coaching as needed. | Pending | Enter Details Here |
| | Event Evaluation | 0% | |
| | Collect participant sign-in and attendance records. | Pending | Enter Details Here |
| | Collect employer and DOL RAP attendance and engagement. | Pending | Enter Details Here |
| | Gather employer/RAP feedback (e.g., quality of candidates, hiring interest, recommendations). | Pending | Enter Details Here |
| | Gather participant feedback (e.g., preparedness, employer interactions, clarity of next steps). | Pending | Enter Details Here |
| | Create evaluation system (See QR Codes attached below). | Pending | Enter Details Here |
| | **Create QR Codes and share at event** | | |
| | Graduate Evaluation | | https://app.smartsheet.com/b/form/019ef101a78d7657b07de99aac0 |
| | Union / DOL RAP / Contractor | | https://app.smartsheet.com/b/form/019ef10d9d337f6492361ce8713 |
| | Self Evaluation | | https://app.smartsheet.com/b/form/019ef124b16c7b02945f0ef4e20d |
| | Evaluation Response Dashboard | | https://app.smartsheet.com/b/publish?EQBCT=0ab1073c51de40b7 |

Update status and enter notes.

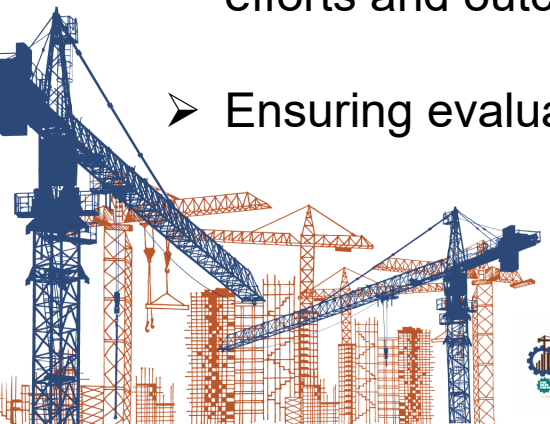


ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

# Common Challenges When Organizing Career/Job Fairs

- Securing contractors, RAPs, unions commitments within the required timeframe.
- **Ensuring clear and consistent communication between CSS and TSC throughout planning.**
- Managing logistics such as venue setup, ADA considerations, parking, and technology needs.
- Graduate/participant preparation - resumes, job readiness workshops and participation expectations.
- Tracking and documenting all planning efforts, outreach, confirmations, and outcomes.
- Completing the Career/Job Fair Checklist accurately and in a timely manner- documenting all planning efforts and outcomes.
- Ensuring evaluation tools (QR codes) are set up and visible during the event.



# Benefits of Collaborations When Organizing Career/Job Fairs

- Reduces duplication of contractor, RAP, unions and employer invitations.
- Expands access to a larger pool of contractors, RAPs, and apprenticeship opportunities.
- Strengthens communication and planning support between TSCs, CSS, and partner organizations.
- Allows sharing of best practices, templates, and tools for more efficient planning.
- Creates stronger, more consistent career fair events for participants statewide.
- Encourages peer learning and joint problem-solving across grantees.
- Improves overall program outcomes through shared resources and coordinated strategies.



# 2026 IL Works Grantee Career Job Fair Analysis

- ❑ Quarter 1 ( January - March): 3
- ❑ Quarter 2 (April – June): 5
- ❑ Quarter 3 (July – September): 12
- ❑ Quarter 4 (October – December): 17
- ❑ Total Career Fairs - 37



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# IL Works Career Fair, Northern District - Updates

- ❑ **Exhibitor Registrations: 34**
- ❑ **Graduate/Participant Registrations: 168**
- ❑ **Location:**
  **Moraine Valley Community College Business and Conference Center – Building M**
  **9000 W. College Pkwy.**
  **Palos Hills, IL 60465**

***Graduate/Participant Attendance Goal: 600***




ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program



# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# “Illinois Works Statewide Collaboration for Successful Outcomes”



## ***ILW Outcomes, Five Years Later!!***

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Day 1 Evaluation



Mentimeter

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# 2026

# ILWPP Annual Conference



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# “Illinois Works Statewide Collaboration for Successful Outcomes”



## ***ILW Outcomes, Five Years Later!!***

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Construction and Building Trades: Demographic Trends in Illinois

Brian Richard, PhD
Director, Workforce Policy Lab



WORKFORCE POLICY LAB

Northern Illinois University

ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

Illinois
Department of Commerce
& Economic Opportunity

ILLINOIS

# Objectives

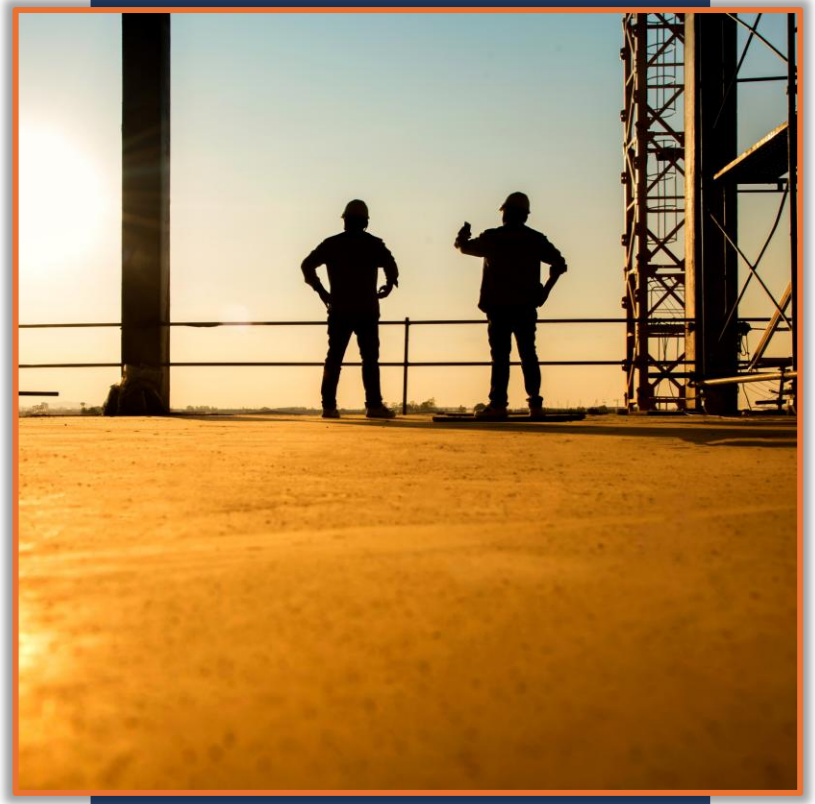


By the end of this meeting, you will be able to understand:

- Trends in Illinois Works participant outcomes
- Transitions to DOL Registered Apprenticeships
- Trends in Construction Apprenticeships

# PY25 Program Participants

| | Illinois Works Participants | | 2025 Registered Apprenticeship Entries | | |
|---|---|---|---|---|---|
| | | | | Totals | With Demographic |
| Male | 1,387 | 79% | 4,372 | 70% | 94% |
| Black/African American | 723 | 41% | 381 | 6% | 8% |
| Hispanic | 374 | 21% | 1,070 | 17% | 23% |
| White | 202 | 11% | 2,165 | 35% | 47% |
| Other | 88 | 5% | 756 | 12% | 16% |
| Female | 378 | 21% | 282 | 5% | 6% |
| Black/African American | 205 | 12% | 40 | 1% | 1% |
| Hispanic | 109 | 6% | 63 | 1% | 1% |
| White | 37 | 2% | 100 | 2% | 2% |
| Other | 27 | 2% | 79 | 1% | 2% |
| Veterans | 6 | 1% | 209 | 4% | |
| Full Demographics Not Provided | | | 2,237 | 36% | |
| Total | **1,765** | | **6,227** | | |



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# PY25 Program Completion Rates

| | Participants | Percent of Total | |
|---|---|---|---|
| Incomplete | 230 | 13.9% | |
| | | | |
| Complete | 8 | 0.5% | |
| Post Program Active Tracking | 1,161 | 70.4% | 86.1% |
| Complete & In Transition | 251 | 15.2% | |
| Total Exiters | 1,650 | | |



ILLINOIS WORKS Pre-Apprenticeship Program

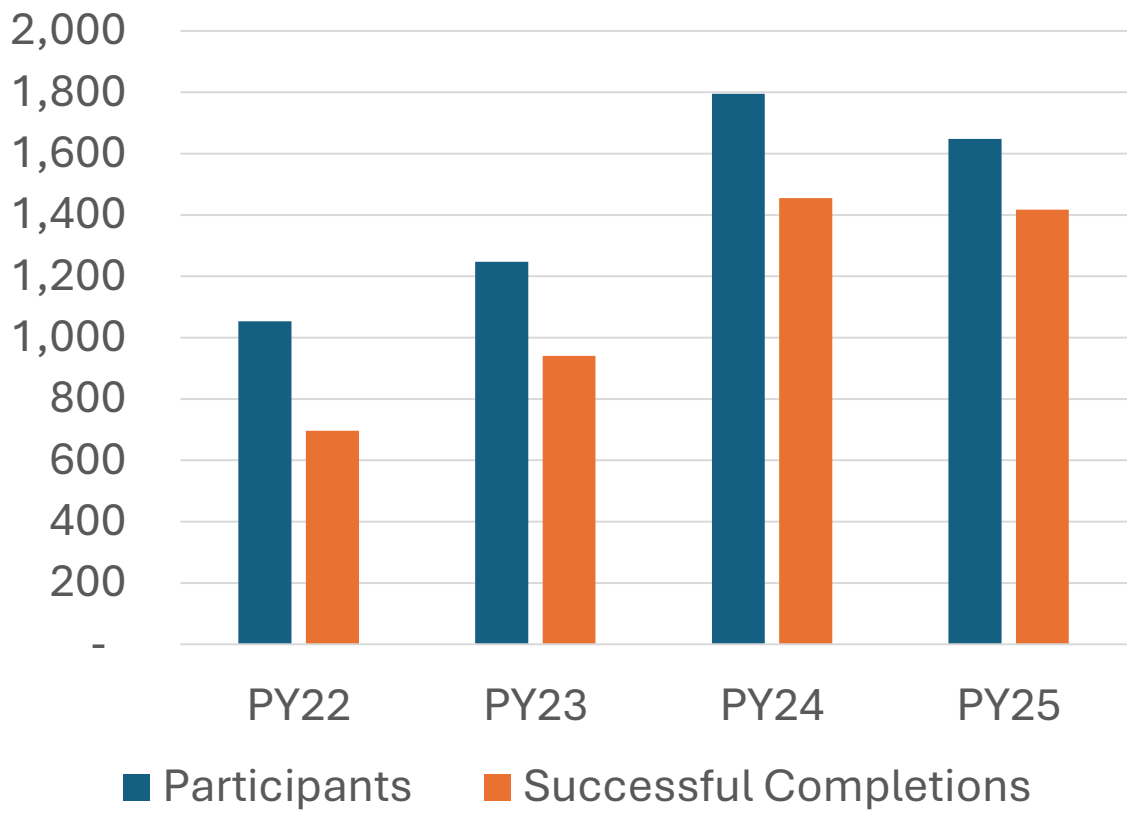
Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

ILLINOIS WORKS

# Enrollment Trends

- Illinois Works experienced significant increases in participants served and successful completions over the first three years
- The number of successful completers more than doubled between FY22 and FY24





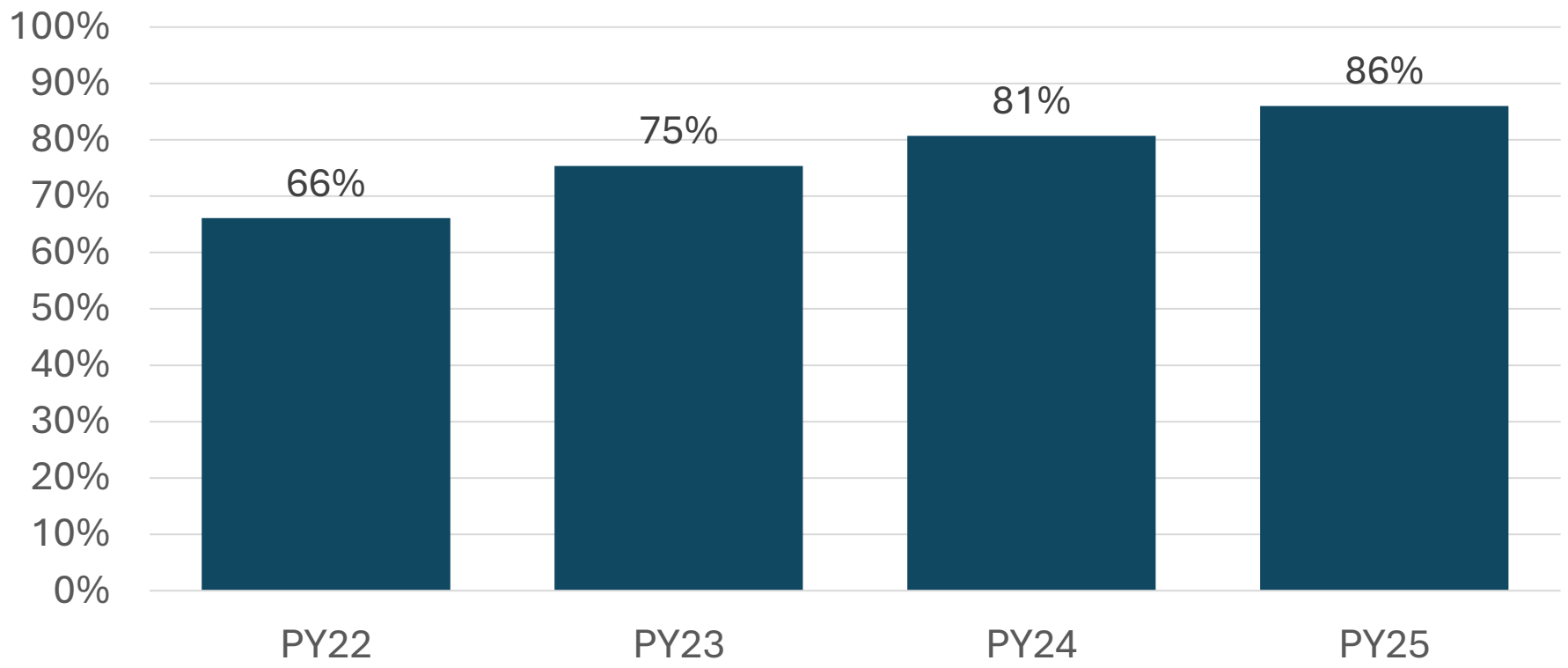

ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Completion Rate Trend





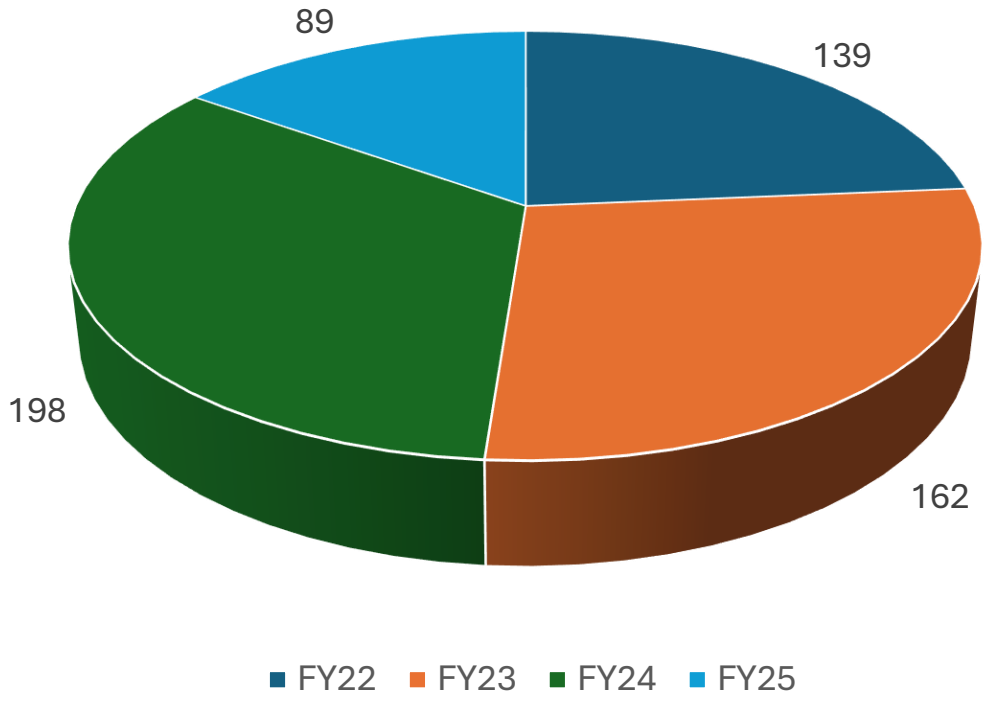

ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

# Title

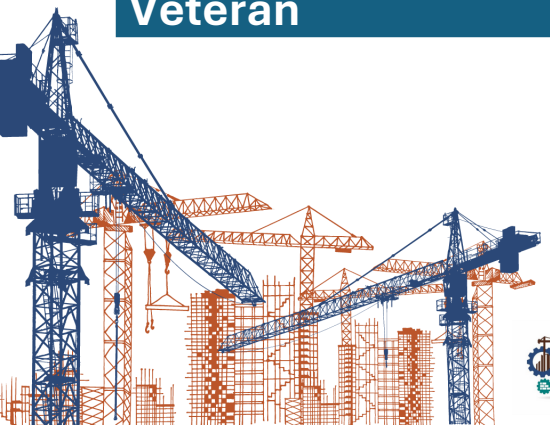
About 590 Illinois Works participants have entered a DOL Registered Apprenticeship program






# Registered Apprenticeship Transition Demographics

| | IL Works | | DOL RAs |
|---|---|---|---|
| Black/African American | 253 | 43% | 6% |
| Hispanic | 176 | 30% | 19% |
| White | 137 | 23% | 39% |
| Other | 18 | 3% | 0% |
| Prefer not to answer | 4 | 1% | 34% |
| | | | |
| Male | 440 | 75% | 70% |
| Female | 146 | 25% | 4% |
| | | | |
| Veteran | 6 | 1% | 4% |



ILLINOIS WORKS

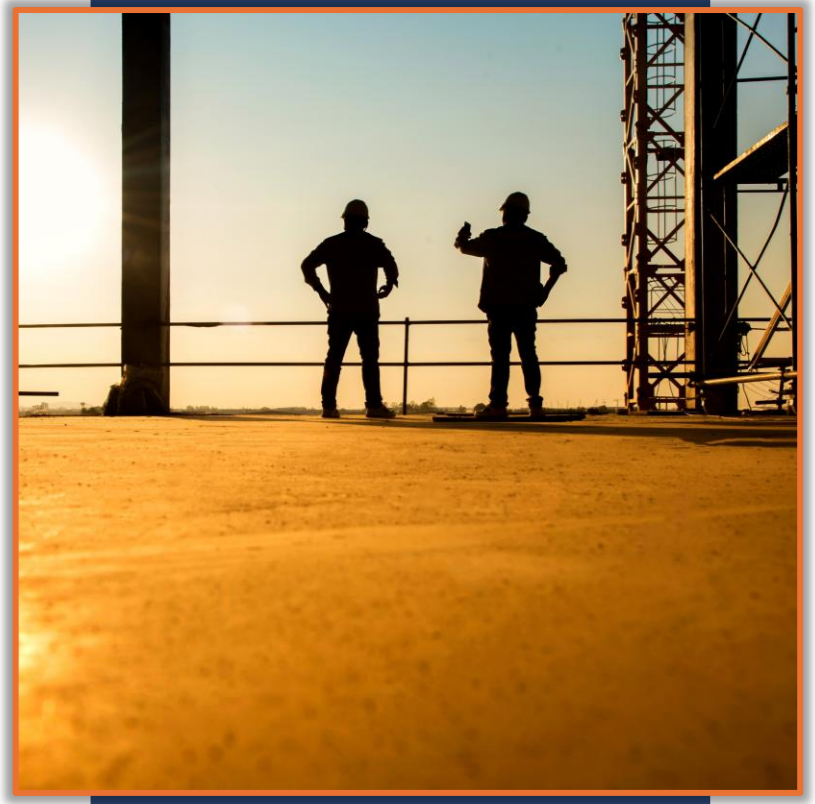
# Registered Apprenticeship Transitions

| Occupation | Count | Median Hourly Wage | Projected Job Openings | Months to Entry |
|---|---|---|---|---|
| Carpenters | 188 | $31.07 | 2,408 | 10 |
| Electricians | 111 | $45.20 | 2,336 | 15 |
| Construction Craft Laborers | 92 | $27.44 | 3,643 | 9 |
| Plumbers, Pipefitters, and Steamfitters | 29 | $44.71 | 1,789 | 13 |
| Roofers | 23 | $30.84 | 525 | 12 |
| Sheet Metal Workers | 19 | $44.30 | 371 | 11 |
| Telecommunications/Broadband Tech | 14 | $31.10 | 622 | 13 |
| Painters (Const) | 12 | $25.46 | 861 | 7 |
| Structural Iron and Steel Workers | 8 | $48.33 | 269 | 14 |
| Floor Layers | 5 | $31.24 | 94 | 11 |
| Painting, Hand | 4 | $23.87 | 19 | 6 |



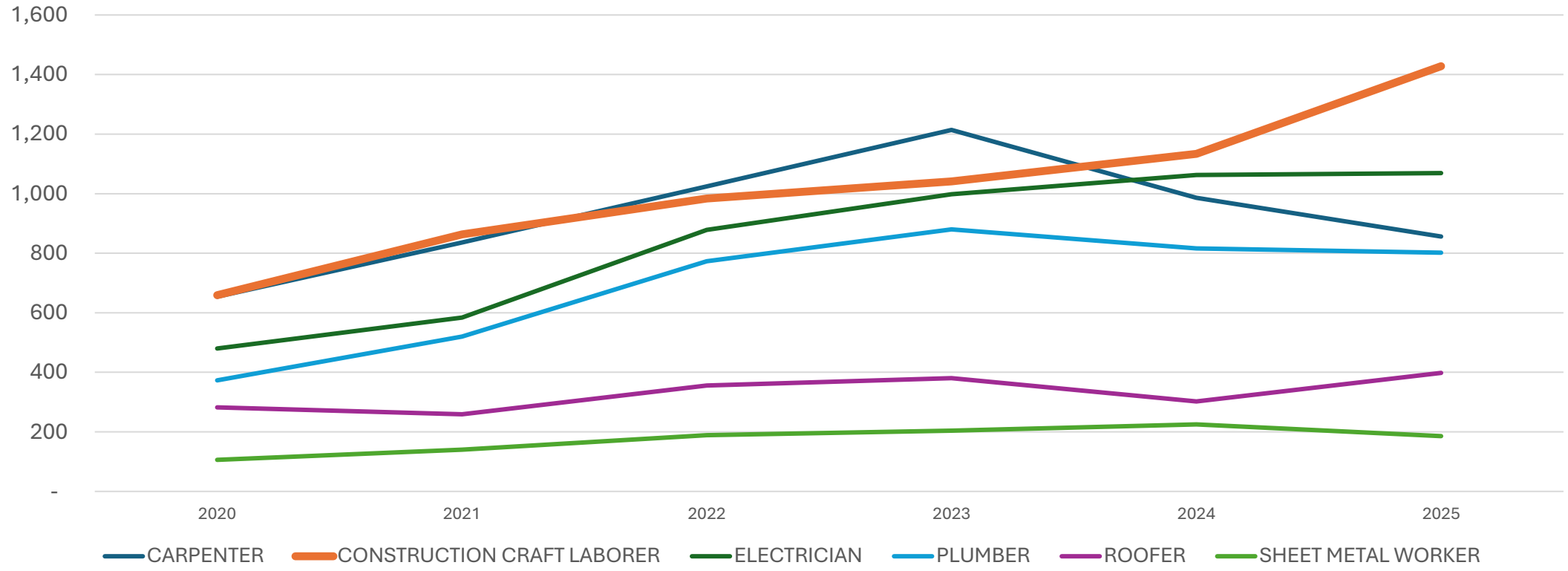
# Registered Apprenticeship Transitions

| Program Sponsor Name | Count | Months to Entry |
|---|---|---|
| Mid-America Carpenters Regional Council ATP | 116 | 12 |
| IBEW-NECA ELECTRICIANS #134 JATF | 59 | 15 |
| IL Laborers & Contractors JATP | 55 | 9 |
| Chicagoland Laborers | 32 | 9 |
| Mid-America Carpenters Pekin ATP | 31 | 8 |
| Midstate Electrical Training Center | 29 | 14 |
| Mid-America Carpenters Southern Illinois | 25 | 5 |
| Education Design Development and Research Corporation | 25 | 11 |
| SkillsUSA Illinois, Inc. | 18 | 6 |
| Chicagoland Roofers' JATC | 17 | 12 |
| Plumbers' Joint Apprenticeship Committee Local 130, UA | 13 | 11 |
| Finishing Trades Institute of DC 14 Chicago | 12 | 8 |
| SHEET METAL WORKERS LOCAL #73 JATC | 12 | 14 |



ILLINOIS WORKS

# Construction Apprenticeship Trends





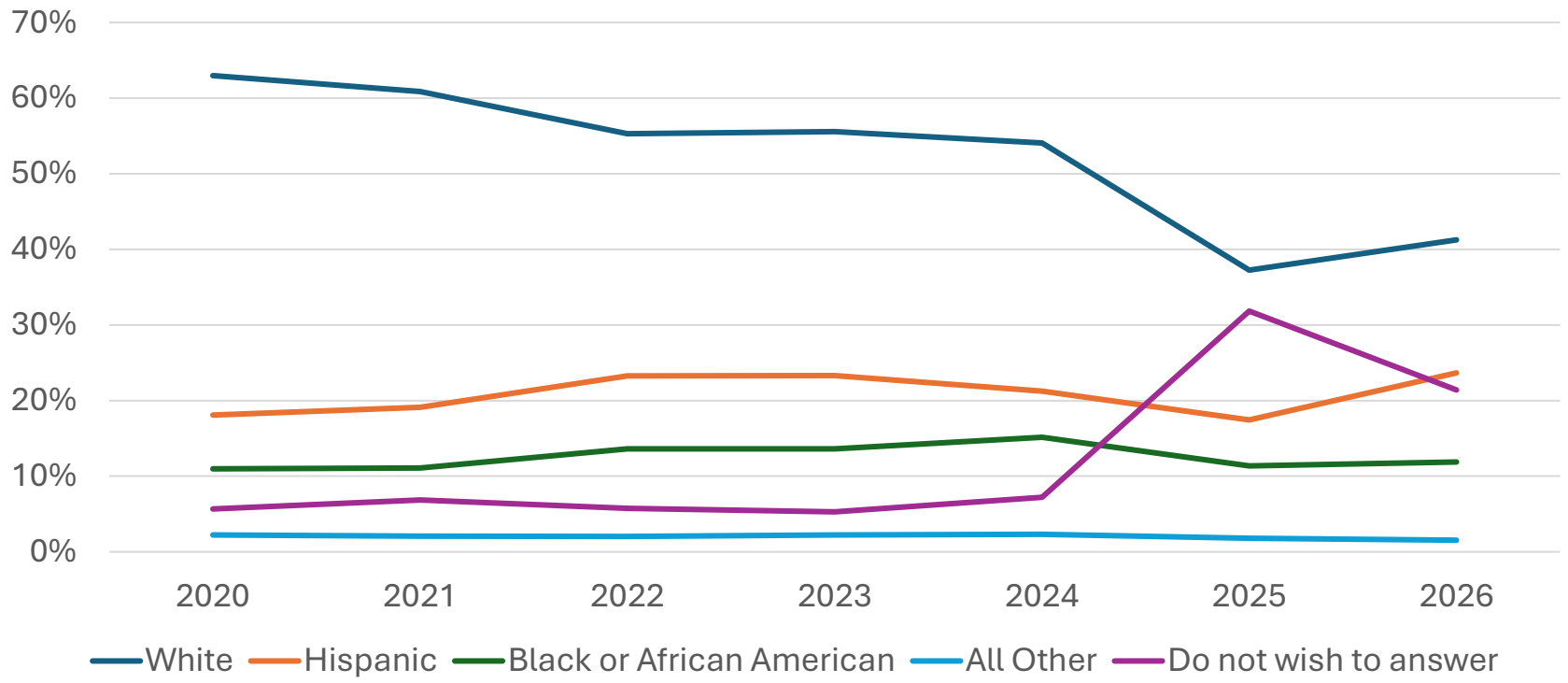

ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Construction Trades Apprenticeship Demographics



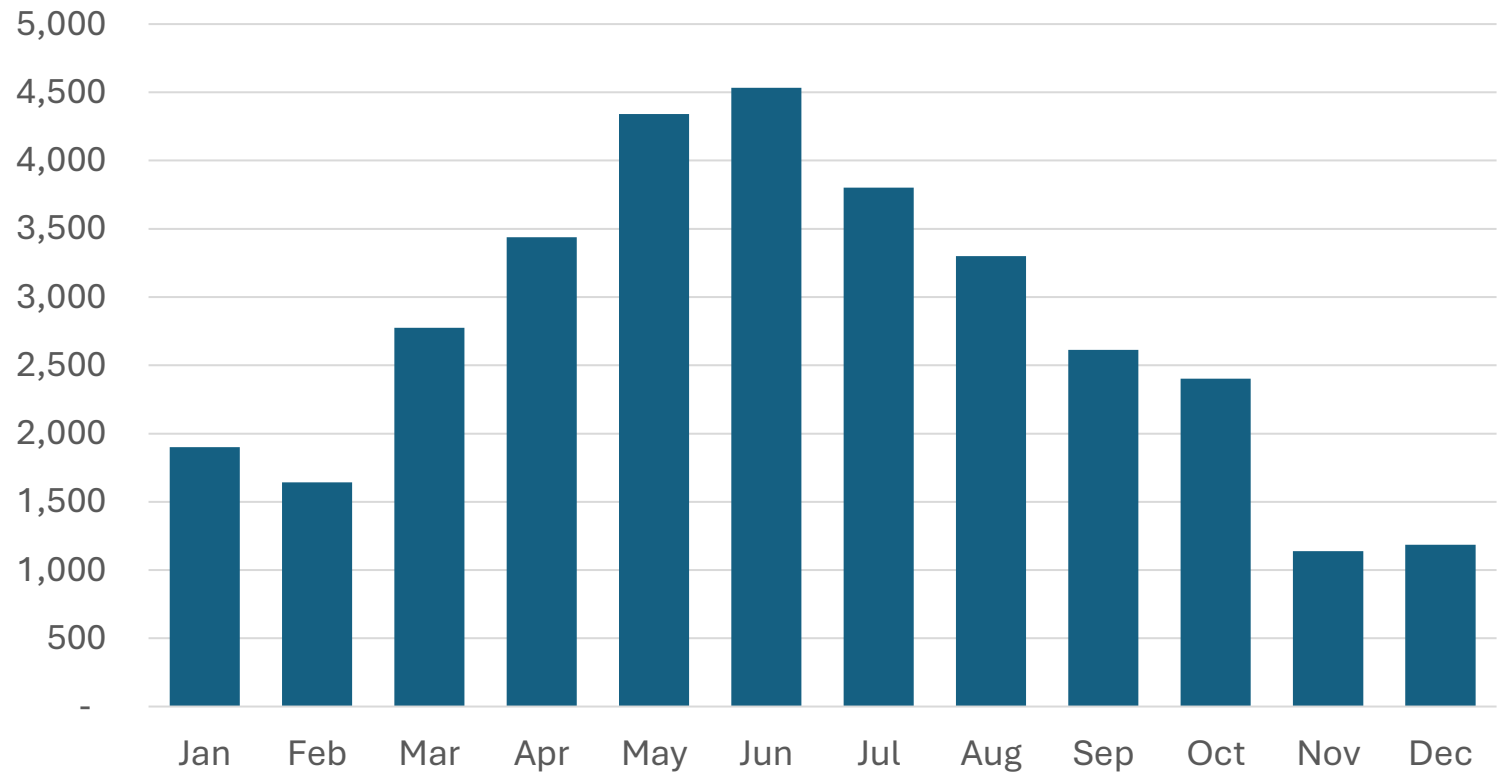



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

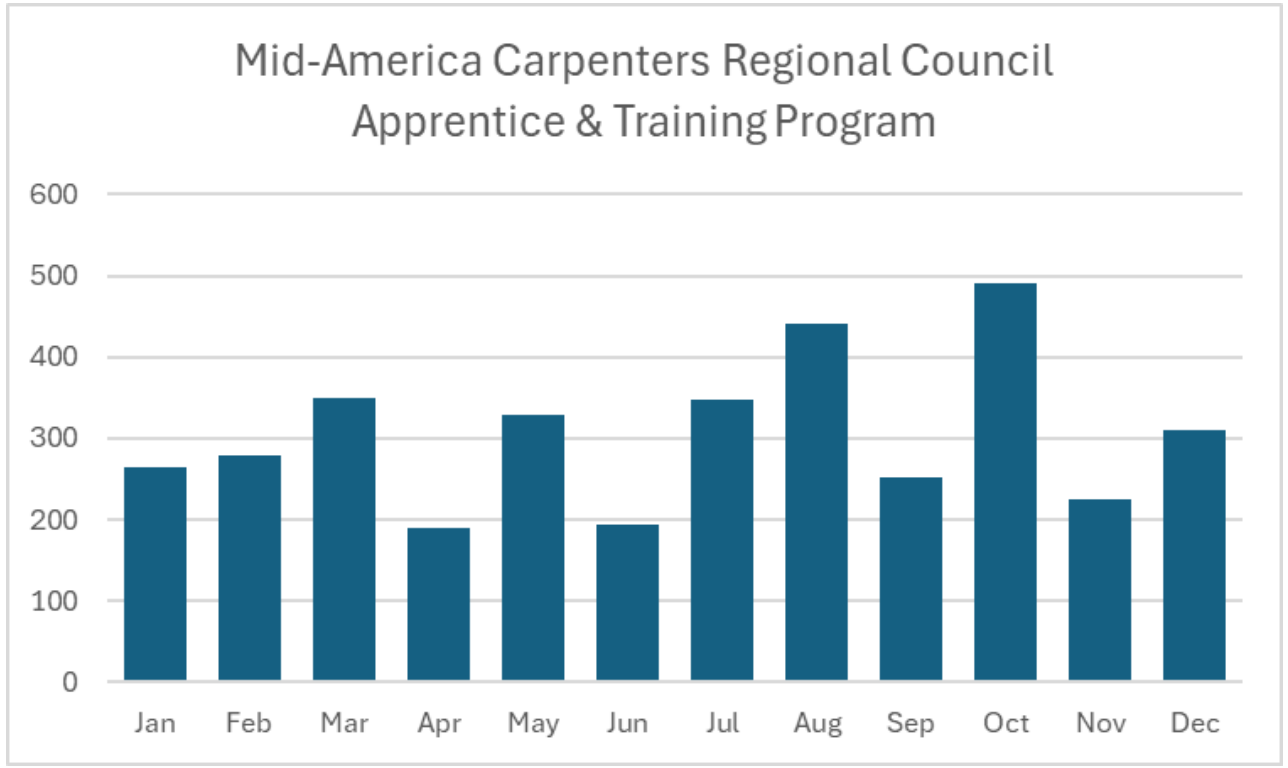
ILLINOIS

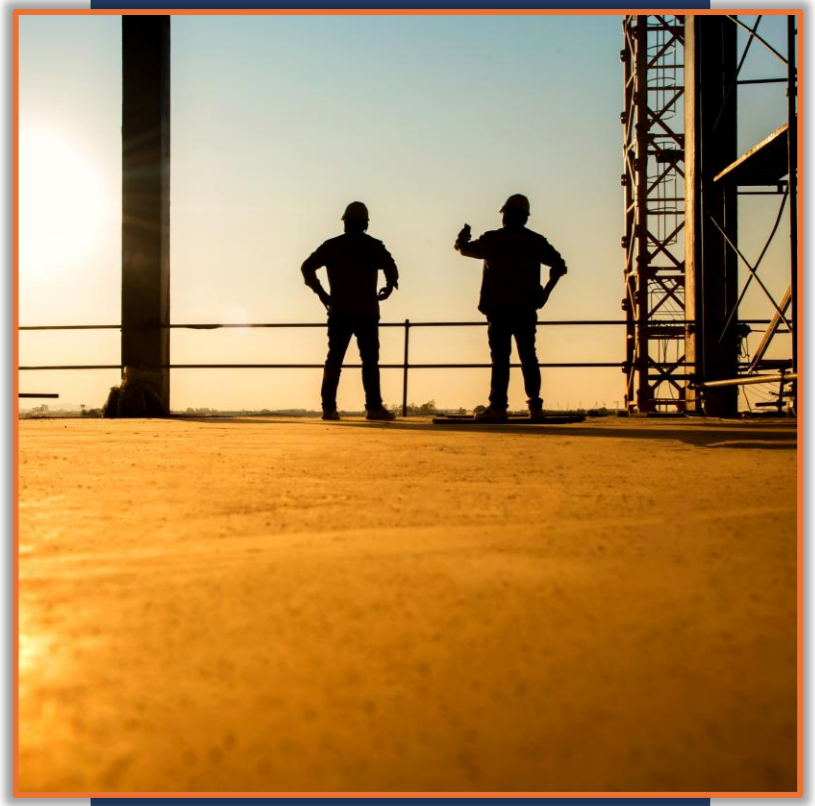
# Construction Trades Apprenticeship Entry Timing, 2020-2025






# Construction Trades Apprenticeship Entry Timing, 2020-2025



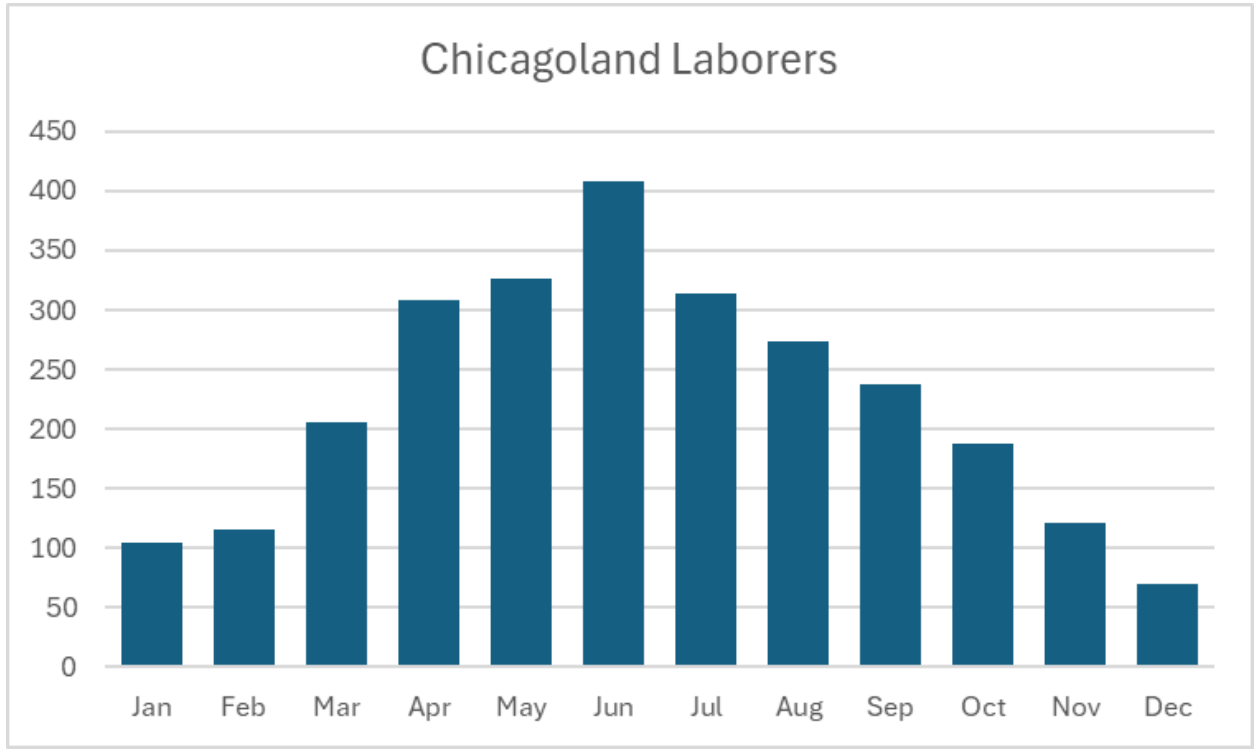



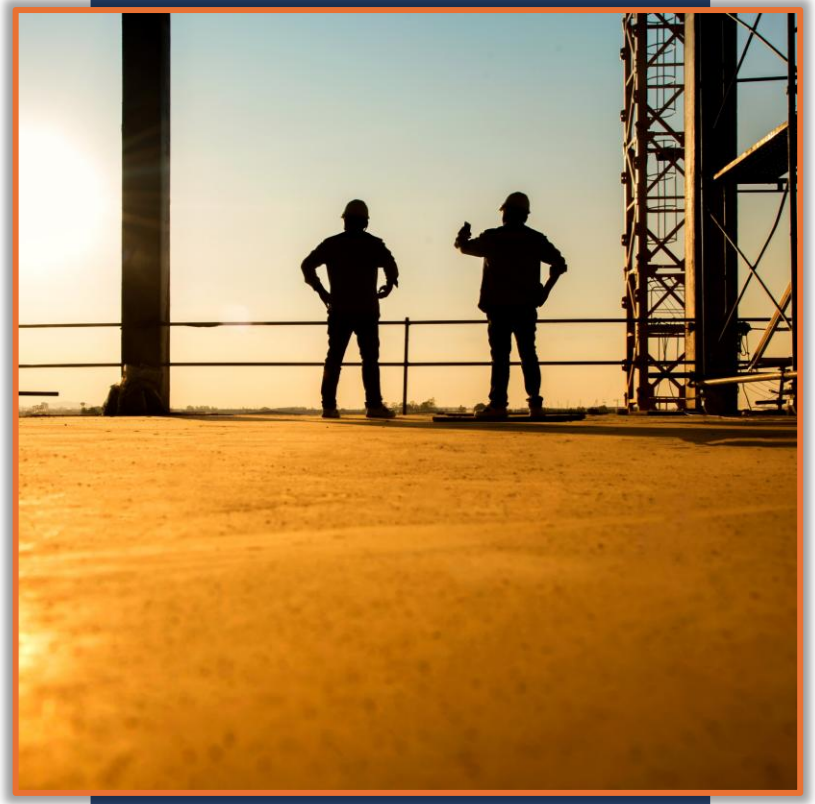
ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# Construction Trades Apprenticeship Entry Timing, 2020-2025



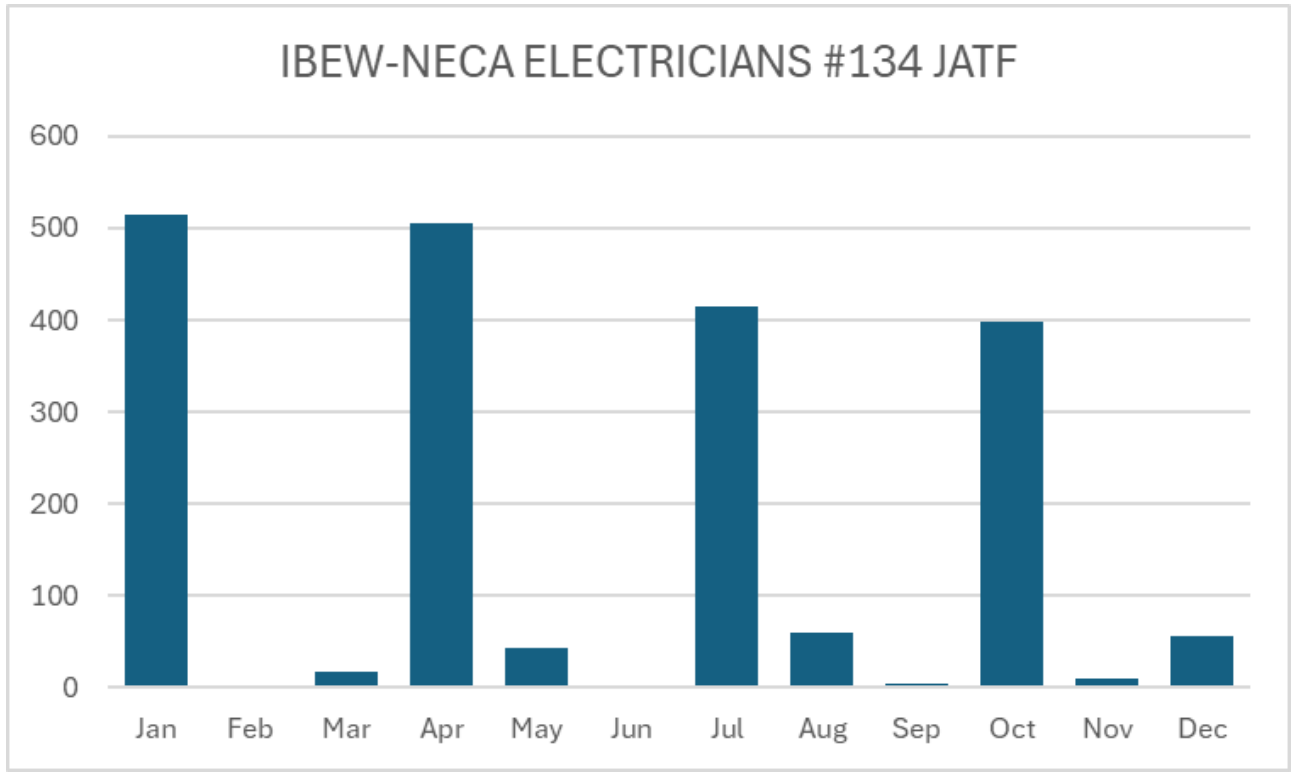



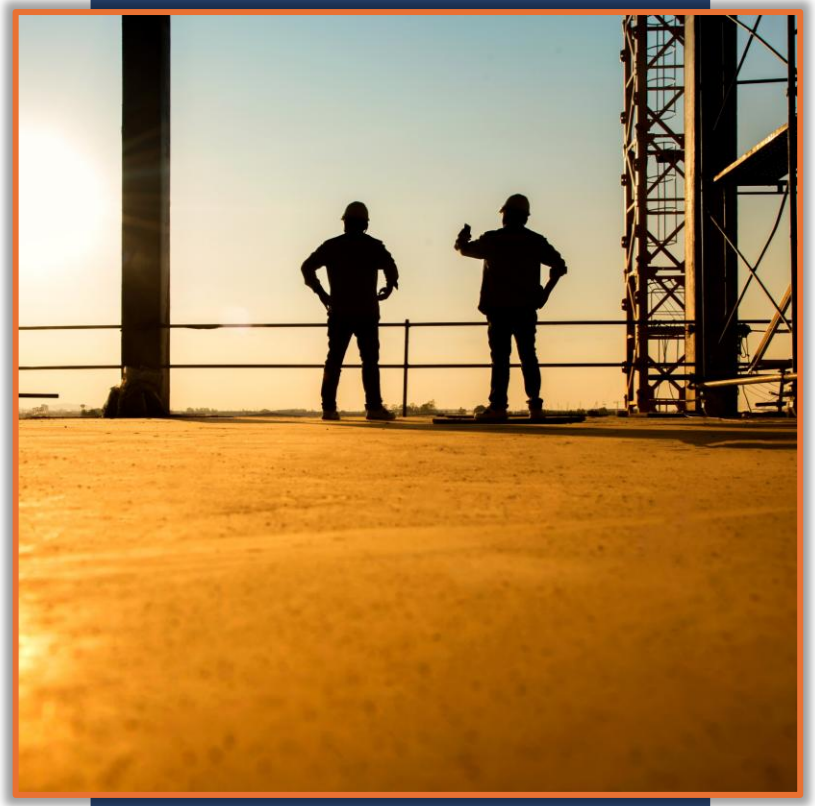
ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# Construction Trades Apprenticeship Entry Timing, 2020-2025



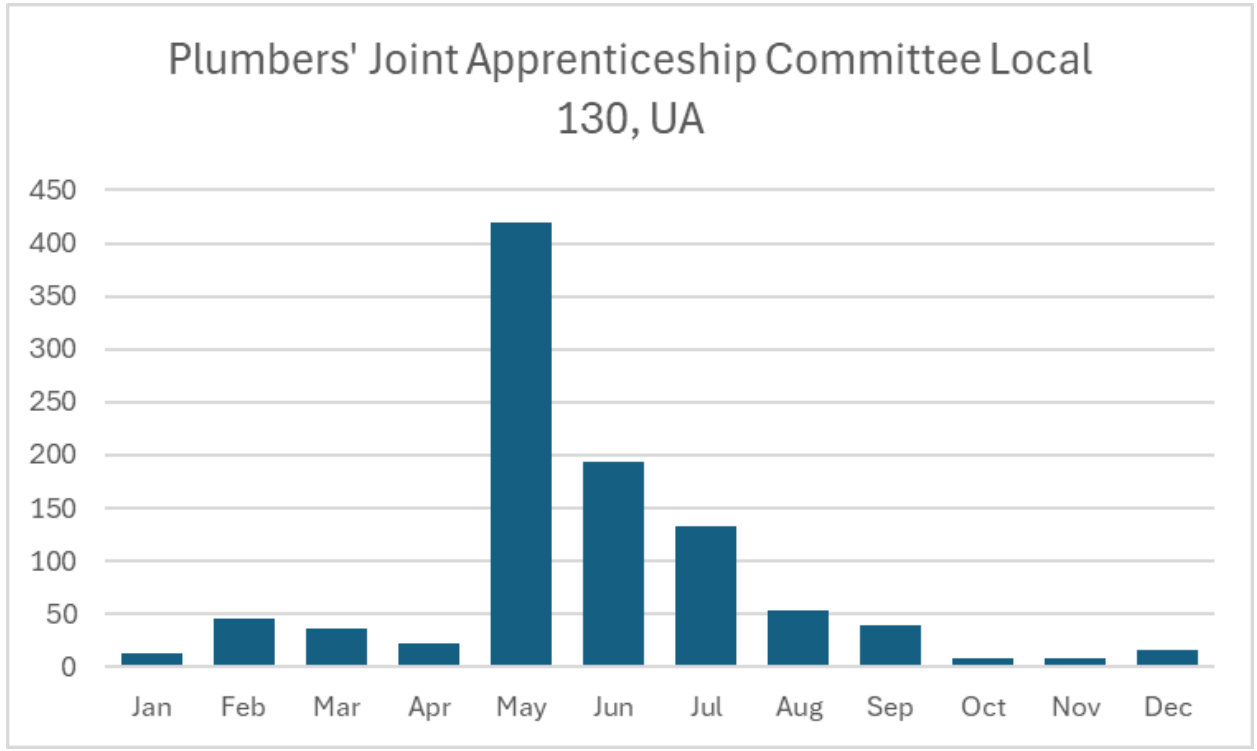



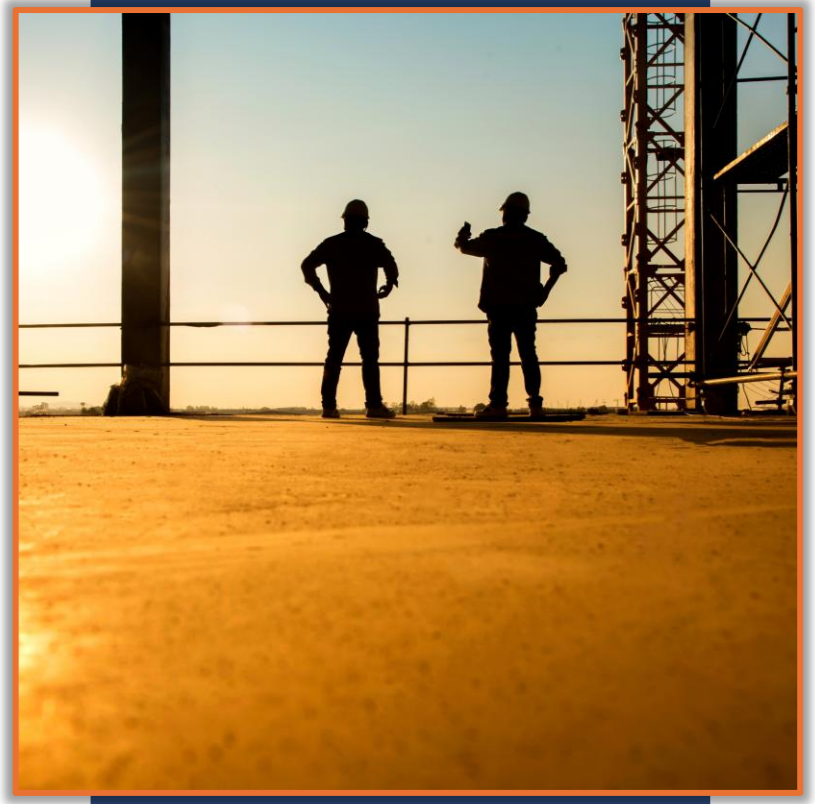
ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# Construction Trades Apprenticeship Entry Timing, 2020-2025



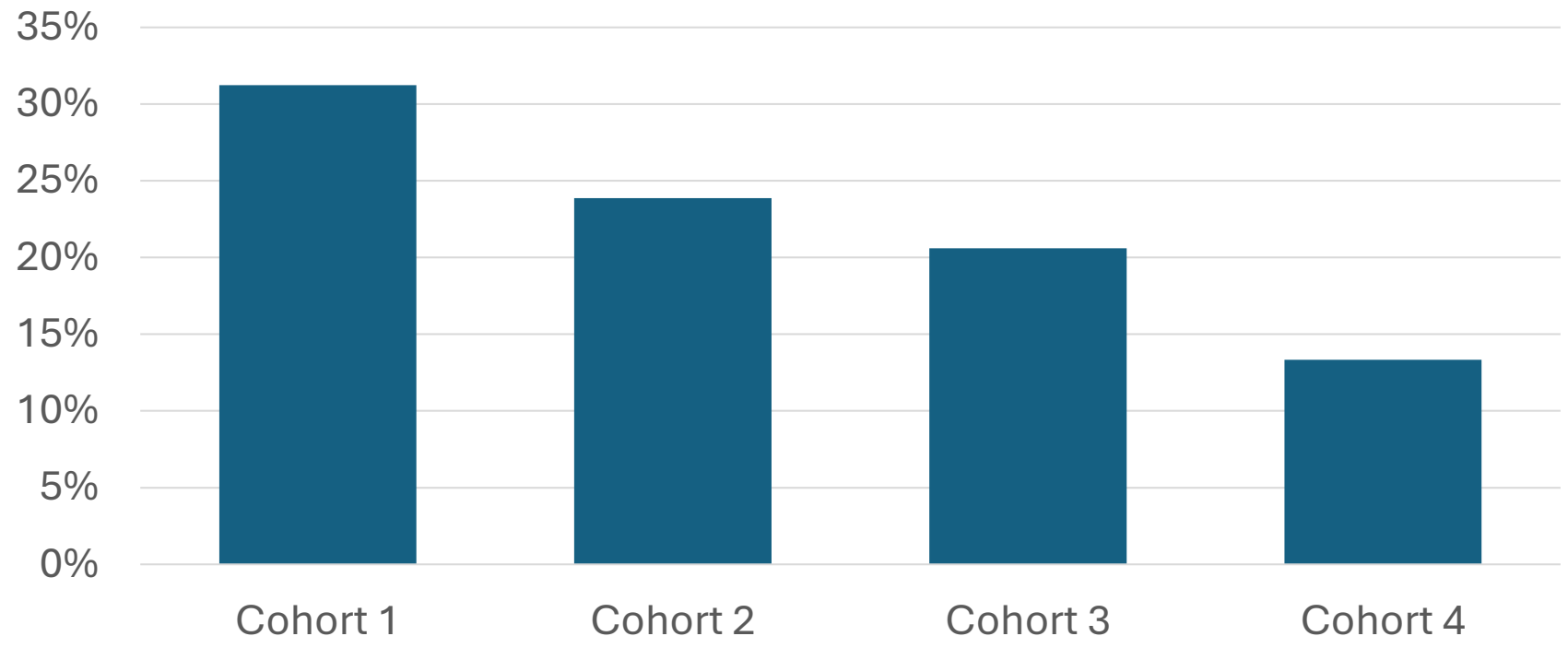



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

# RA Transition Rates by Cohort, 2020-2025





# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

ILLINOIS WORKS


## Brian Richard, PhD

brichard@niu.edu

Director


WORKFORCE
POLICY LAB





ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

Northern Illinois University

ILLINOIS



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Popcorn Sessions



Various Presenters

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

- **Topic A**: Geared Up and Ready to Go: A Holistic Approach to Training in the Construction Industry
- **Topic B**: Are You Ready for a Registered Apprenticeship: Job Readiness for a Registered Apprenticeship
- **Topic C:** Small Team, Full Compliance: How Eden Career Institute Uses AI and Technology to Deliver ILWPP
- **Topic D:** From Roles to Results: Building People, Culture & Systems that Drive Success
- **Topic E:** Continually Monitoring the Marketing Plan
- **Topic F:** Communities of Practice: Navigating the LMS and Accessing Resources
- **Topic G:** Improving Career Fair Outcomes through Collaborations
- **Topic H:** CPMP: Contractor's Job Orders & Graduate List Request – *The Role of the Grantee/TSC*
- **Topic I:** Improving Graduate Transitions with the Bid Credit Program to Achieve Successful Outcomes
- **Topic J:** Apprenticeship Initiative: The Piece of the Puzzle You Can't Do Without
- **Topic K:** The Partner Guide: The Right Tools for the Right Job
- **Topic L:** From Interest to Enrollment: Leveraging Technology for Recruitment

# Graduate Success Highlights



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

ILLINOIS WORKS

# Recognizing Apprenticeship Achievements

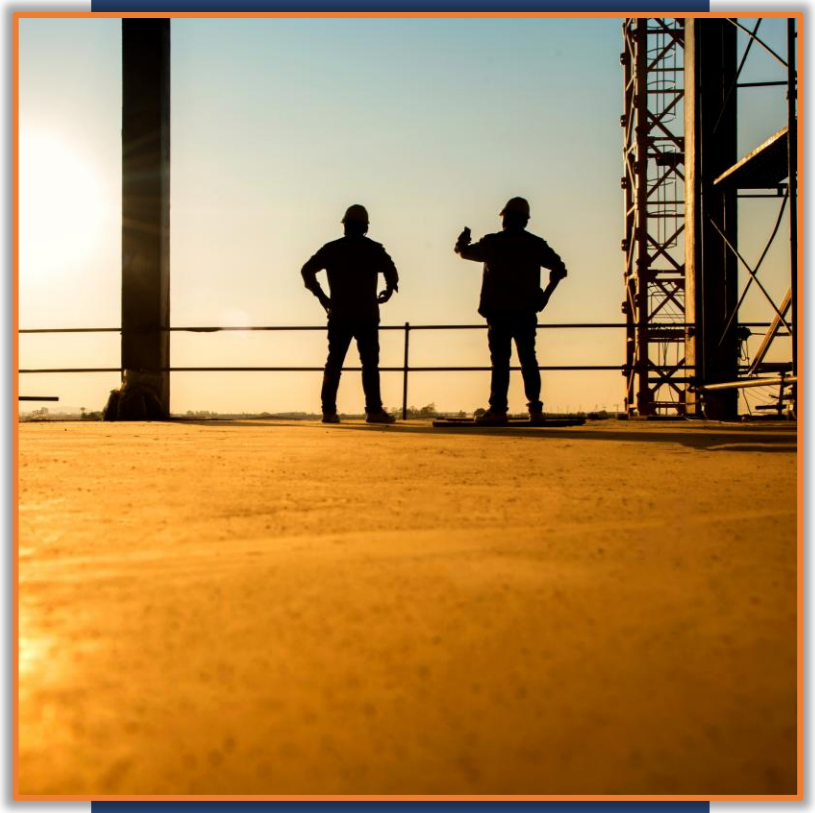


ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

# Journeyman Milestones



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity

ILLINOIS WORKS Pre-Apprenticeship Program

ILLINOIS WORKS

# Owen Sullivan

SkillsUSA

Carpenter Local 220

Journeyman



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Garrett Wood

SkillsUSA

Laborer Local 165

Journeyman



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

# Gabriel Wood

SkillsUSA

Laborer Local 165

Journeyman



ILLINOIS WORKS

# Carlos Williams

Macon County

Laborer Local 159

Journeyman



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

# Garrett Sander

SkillsUSA

Auto Mechanical

Journeyman



ILLINOIS WORKS

# Adrielle Lockett

CWIT

Painters Local 1332

Journeyman



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Isabella Neumann

CWIT

Laborers Local 6

Journeyman



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Malichi Elliott

Chicago Build

Operating Engineers Local 399

Journeyman



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Isair Menesses

Chicago Build

Operating Engineers Local 399

Journeyman



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Eduardo Urcino

Revolution Workshop

Local 4

Journeyman



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# Hope Liddell

Revolution Workshop

Local 147 Painters

Journeyman



ILLINOIS WORKS

# Today these ILW Graduates are Journeymen in the following Trades:

**Electrical, Carpentry, Plumbing, Pipefitting, Painting, Laborers, Ironworkers, Millwrights, & Operating Engineers**



ILLINOIS WORKS Pre-Apprenticeship Program

Illinois Department of Commerce & Economic Opportunity
JB Pritzker, Governor

ILLINOIS

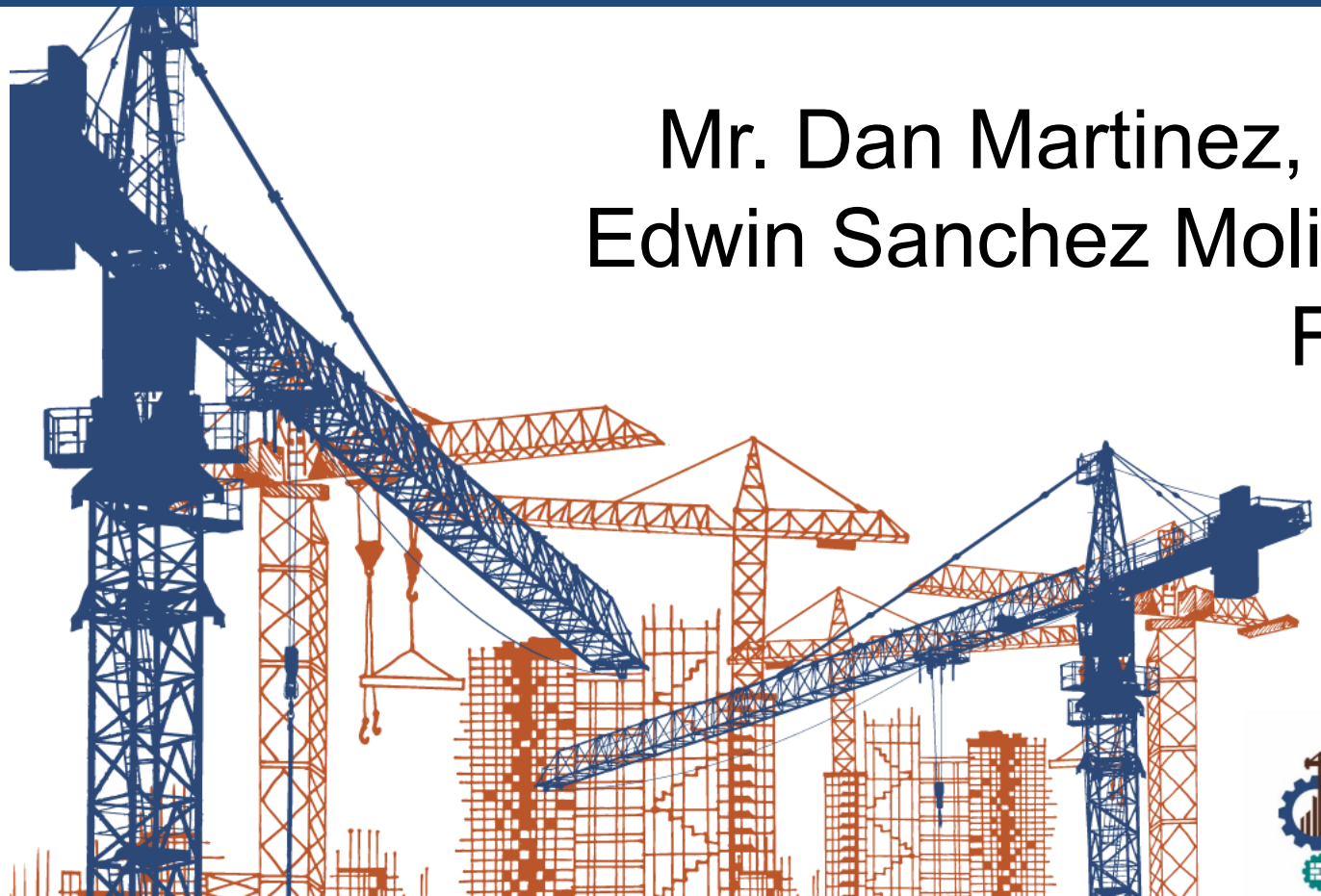


# Thank you, grantees!

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# SPECIAL SESSION: ILW PRE-APPRENTICESHIP PROGRAM FEEDBACK



Mr. Dan Martinez, Ms. Monica Pruitt, Mr. Edwin Sanchez Molina, and Ms. Sharhianna Fulce

ILLINOIS WORKS
Pre-Apprenticeship Program

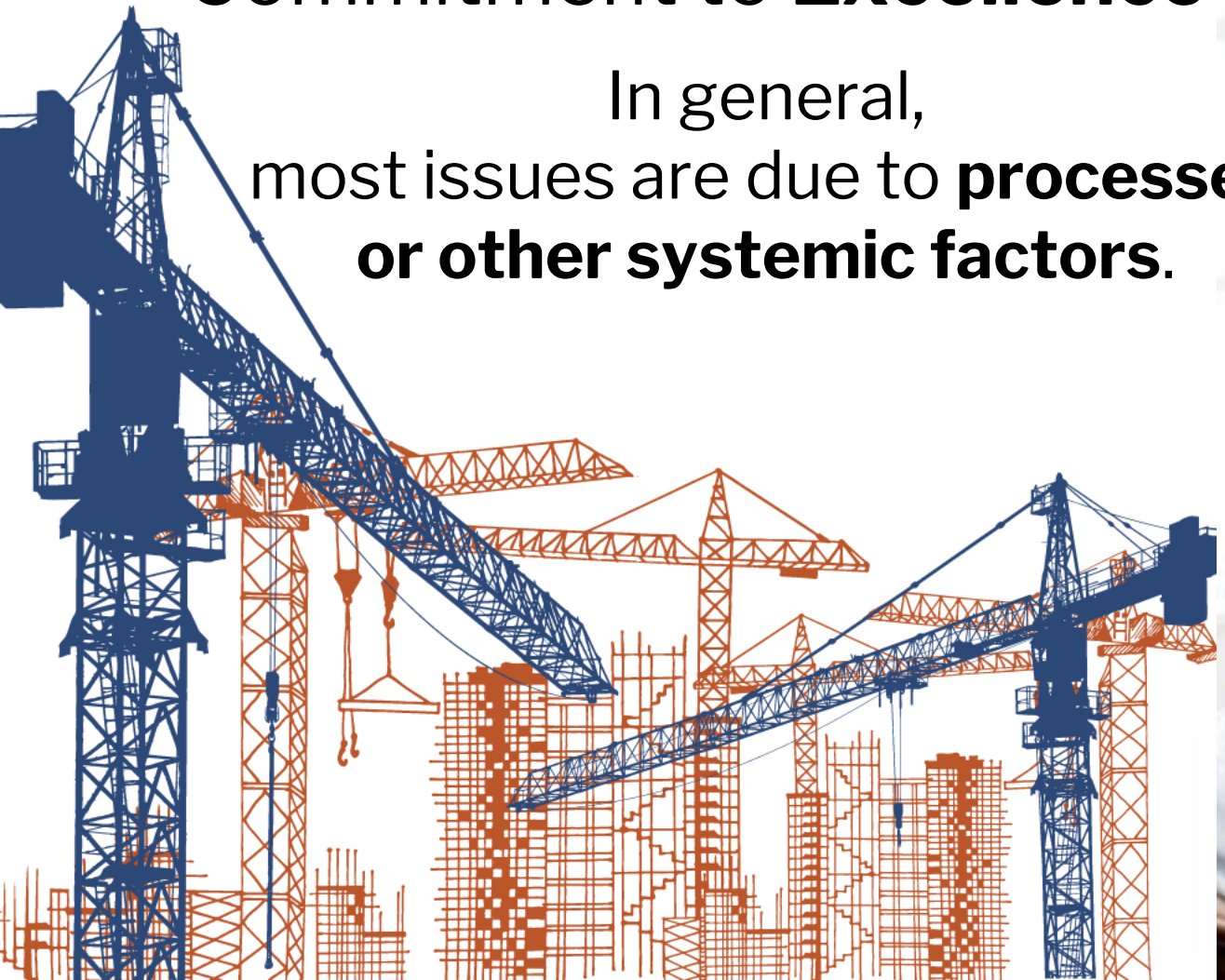
Illinois
Department of Comm
& Economic Opportunity
JB Pritzker, Governor

ILLINOIS WORKS

# Why Feedback for Continuous Program Improvement?

## Commitment to **Excellence**

In general,
most issues are due to **processes or other systemic factors**.





Illinois Department of Commerce & Economic Opportunity

ILLINOIS

# Course Objectives



By the end of this session, participants will:

- Share ideas on how Illinois Works can improve its support for grantees throughout the pre-apprenticeship lifecycle.
- Identify what is working well, that Illinois Works should continue to do
- Identify what you as a grantee are doing well and consider how you can improve your processes for supporting participants through the pre-apprenticeship lifecycle.

Illinois Department of Commerce & Economic Opportunity

# Section 2: Continuous Improvement



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

- Name the roles and responsibilities of Illinois Works and grantees in achieving program success
- Define continuous program improvement
- Describe the role of continuous program improvement in the ILW Pre-apprenticeship Program

ILLINOIS

# Roles & Responsibilities: Illinois Works



Two of Illinois Works' roles are to:

- Enable the performance-based model
- Support grantee success

ILLINOIS WORKS
Pre-Apprenticeship Program

# Roles & Responsibilities: Grantees



Grantees are responsible for the following (including but not limited to):

- Reading, understanding and following program guidance.
- Fulfilling the activities and goals in your approved work plan, according to standards set by ILW and DCEO
- Reaching out to your grant manager for clarification when needed.
- Requesting changes to your work plan if needed.
- Documenting activities and goal attainment according to standards set by ILW and DCEO.
- Fulfilling financial obligations.

Grantees are eligible for reimbursement of grant activities once they have been completed and documented properly.

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# One More: Continuous Program Improvement

**Continuous program improvement** is the ongoing assessment of performance outcomes with the goal of identifying opportunities for incremental and innovative program and process enhancements. It is focused on **organizational processes and procedures and resource allocation**.





# Continuous Program Improvement Model





Illinois Department of Commerce & Economic Opportunity

# Section 3: ILW Program Improvement



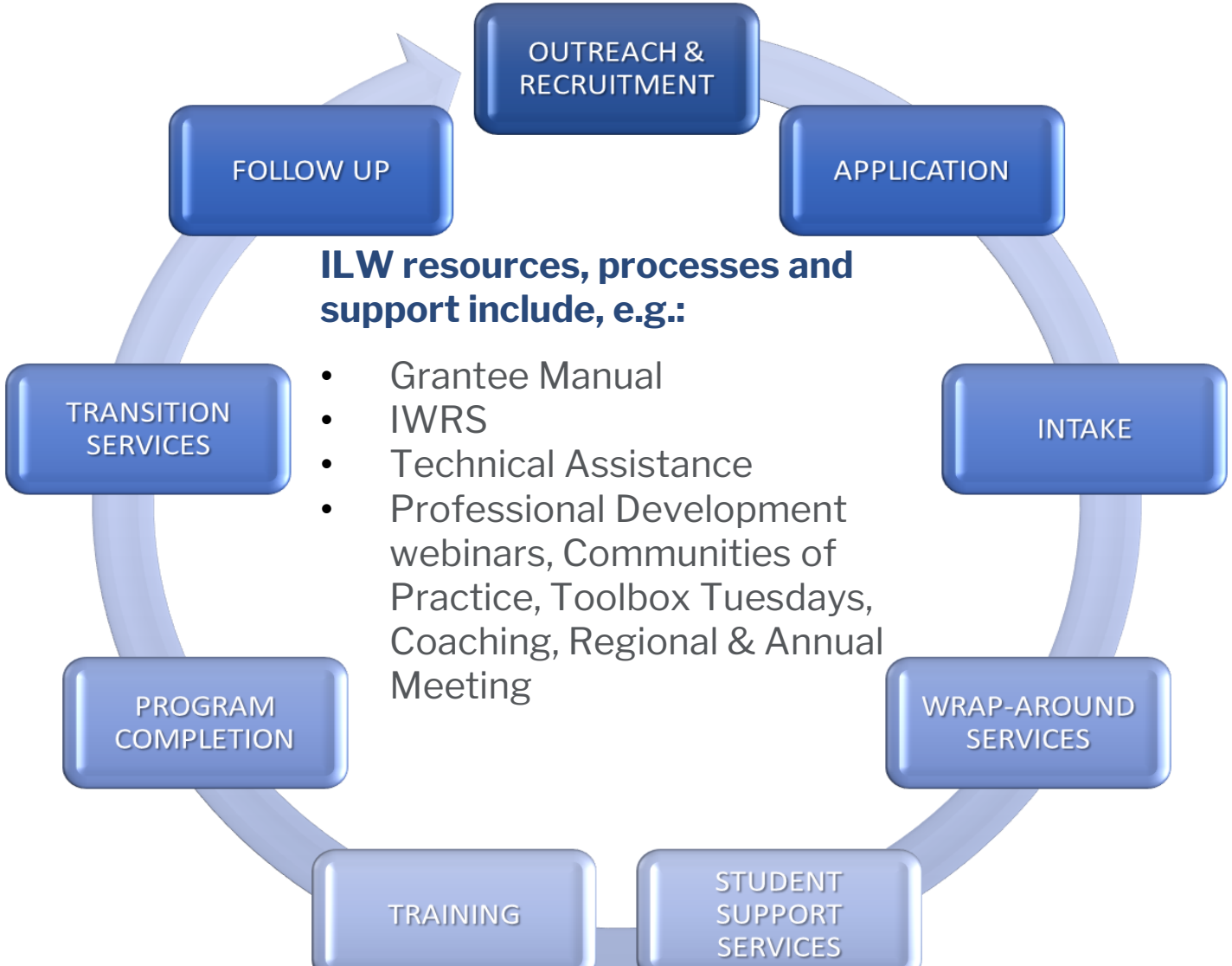
By the end of this section, you will be able to:

- Offer your suggestions for how Illinois Works can improve guidance, processes and/or support for each of the key stages of the pre-apprenticeship lifecycle
- Offer feedback around which program guidance and support aspects Illinois Works should continue.

ILLINOIS

ILLINOIS WORKS
Pre-Apprenticeship Program

# ILW: Program Improvement




1. What suggestions do you have for improvement?
2. What are we doing well?

Write each idea on one Post-It Note.

Share with your table.

# Join Mentimeter

Phone or Table

Scan the QR Code

Browser: https://www.menti.com/

## Code 3961 0780



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

ILLINOIS WORKS

# **Grantee Manual:** What suggestions do you have for improvement?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
ILLINOIS

ILLINOIS WORKS

# **Grantee Manual:** What are we doing well?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
J.B. Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# **IWRS:** What suggestions do you have for improvement?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
ILLINOIS

# **IWRS:** What are we doing well?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity

ILLINOIS WORKS

# **Technical Assistance:** What suggestions do you have for improvement?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
ILLINOIS

ILLINOIS WORKS

# **Technical Assistance:** What are we doing well?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
J.B. Pritzker, Governor

ILLINOIS WORKS

# **Professional Development webinars, CoPs, Toolbox Tuesdays, Coaching, Regional & Annual:** What suggestions do you have for improvement?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
J.B. Pritzker, Governor

ILLINOIS

ILLINOIS WORKS

# **Professional Development webinars, CoPs, Toolbox Tuesdays, Coaching, Regional & Annual:** What are we doing well?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
ILLINOIS

Illinois Department of Commerce & Economic Opportunity

# Section 4: Grantee Program Improvement



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

- Consider how you as a grantee can improve your performance



ILLINOIS

# Grantees: Program Improvement






What process improvements can you make?

What are you doing well?

ILLINOIS WORKS

# **Grantee Program Improvement:** What process improvements can you make?



Consider:

- Staff training
- Compliance
- Knowledge of guidance
- Continuous improvement
- Staff roles

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
ILLINOIS

ILLINOIS WORKS

# **Grantee Program Improvement:** What are you doing well?



ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
ILLINOIS



# Questions?

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor



# Thank You

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# “Illinois Works Statewide Collaboration for Successful Outcomes”



## ***ILW Outcomes, Five Years Later!!***

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

# Day 2 Evaluation



Mentimeter

ILLINOIS WORKS
Pre-Apprenticeship Program

Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor