



# ILLINOIS WORKS Bid Credit Program

## August 2025 BCP Newsletter

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The ILW [Bid Credit Program](#) is LIVE!

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### Not ALL Apprentices Earn Bid Credits, WHY??

**Not ALL apprentices are bid credit eligible.** In order for you to earn bid credits, your employee apprentice MUST be a [Qualified Apprentice](#). What exactly is a Qualified Apprentice? A Qualified Apprentice is an employee who meets **ALL** of the following criteria:

- has graduated from an [Illinois Works Pre-apprenticeship Program](#)
- is actively enrolled in a USDOL-Registered Apprenticeship Program in the construction trades
- is 6 years or less from the date enrolled in the USDOL- Registered Apprenticeship Program

Each Qualified Apprentice was assigned a 6-digit IWRS number when enrolled into an Illinois Works Pre-apprenticeship Program. This IWRS number is necessary to request bid credits on your Qualified Apprentice.

### How Do I Know If My Apprentice Is Bid Credit Eligible?

If you would like to confirm if you employ a Qualified Apprentice, you can do one of the following:

- ask your employee if they have graduated from an Illinois Works Pre-apprenticeship Program (see a list of Pre-Apprenticeship Program Providers [here](#))
  - contact Career Services [ceo.ilwcareerservices@illinois.gov](mailto:ceo.ilwcareerservices@illinois.gov)
  - contact the Bid Credit Program Team [ceo.bidcreditprogram@illinois.gov](mailto:ceo.bidcreditprogram@illinois.gov)
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Technical Assistance

**Technical Assistance** will be available via Webex every **Friday morning from 10 to 11 am**. A member of the Bid Credit Team will be available to offer personalized technical assistance. There is no need to register just use this [link](#) to access the Technical Assistance meeting offered each Friday.



## Henson Robinson Company Shoutout

Now that the Bid Credit Program (BCP) is LIVE, we would like to give a shout out to our very first BCP Registered Contractor, Henson Robinson Company! Founded in 1861, Henson Robinson has grown to nearly 400 employees...

Read  
More

## Are You Earning Bid Credits?

We asked Henson Robinson Company how the IL Works Pre-apprenticeship Program (ILWPP) has impacted them as a contractor. They said, “The Illinois Works Apprenticeship program has allowed us to find qualified apprentices from outside of our normal pools. We appreciate bringing in new employees with different perspectives and backgrounds in life to add to the diversity of our company.”



Pictured above: IL Works Pre-apprenticeship Program Graduates Dustin Guernsey (left) Richland Community College and Christopher Hill (right) Macon County, both hired by Henson Robinson Company.

If you are interested in hiring your own ILWPP Graduates to earn Bid Credits, reach out to [Career Services](#) to find your own apprentices.

[Read More](#)

## Work Zone Safety Awareness



As summer vacations are winding down and we are heading into the “back to school” season, there is definitely more traffic on the roads during this time a year. This is the perfect time to pause and refresh...

[Read More](#)

## ILWPP Graduate Success Stories

We love graduate success stories!

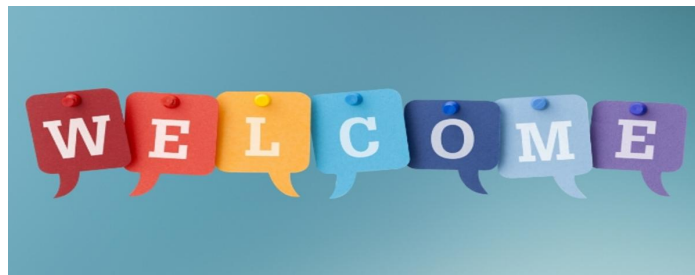
Do you have an ILWPP graduate/apprentice that you would like to recognize for their remarkable achievement or for overcoming a significant challenge?

If so, please submit the following [form](#) and someone from the BCP team will be in touch with you.

[ILWPP Graduate Success Stories Form](#)

## July 2025 New Contractor Shoutout!

- Pink Hats Construction & Development Group Inc
- P.J. Hoerr Inc.
- Torres Electrical Contractors, LLC
- Midway Fence and Deck



## Bid Credit Launch Q&A

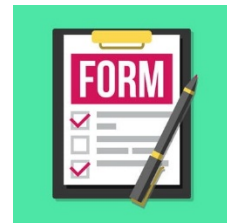
Click on each box for the answer!

[How Much Can I Earn?](#)

[Is My Apprentice Bid Credit Eligible?](#)

[Bid Credit Submission Tips?](#)

# Bid Credit Apprentice Report Checklist



Use this check list to compile all your information before [Apprentice Form](#) entry. You will not be able to save the form and complete at a later time. However, the form will remain open until you close the web browser.

## **Contractor Info:**

BCP Account Number (e.g., BCP-123456)  
Registered Name (used to register)  
FEIN

## **Apprentice Info:**

Name (full, legal)  
Last 4 SSN  
IL Works 6-Digit Graduate ID (IWRS #) (e.g., 123456)  
USDOL-RAP Acceptance Letter (file to upload) - **FIRST SUBMISSION ONLY**  
USDOL-RAP Promotion Letter (file to upload) - **FIRST SUBMISSION AFTER EACH PROMOTION**  
Apprenticeship Program Name & Type (Union/Private)  
Trade Title

## **Project Location Info:**

Address (City and Zip Code)  
County

## **Payroll Info:**

Certified Payroll (file to upload) – **MUST BE SIGNED**  
Work Performed no more than 90 Calendar Days prior to submission  
5 Weeks Maximum per submission  
Payroll Date (earliest payroll)  
Payroll Period Start Date (earliest payroll)  
Payroll Period End Date (latest payroll)  
Total Hours Payroll Each Week (Regular, Over Time, Double Time)

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## **Illinois Works In the News**

- [Illinois is the highest-paying state for a specific profession, report finds](#)
- [Governor Pritzker Announces Applications Open for Next Round of Illinois Works Pre-Apprenticeship Program](#)
- [Belt Announces Grant Funding For Pre-apprenticeship Programming](#)
- [HIRE360 To Celebrate First Graduating Class Of Illinois Works Pre-Apprenticeship Program In Will County](#)



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## Upcoming Bid Credit Program Events

Indiana-Illinois-Iowa Foundation for  
Fair Contracting (IIFFC) [Public  
Construction Seminar](#)

Tuesday, September 16, 2025  
9:00 AM to 3:00 PM

Tradeswomen [Build Nations  
Annual Conference](#)

September 19 - 21, 2025  
Various

If you are attending either of these, please introduce yourself to us, we would love to meet you!

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## Upcoming Bid Credit Program Webinars

### Advantages of the Bid Credit Program Webinar

This **UPDATED** informational webinar will provide updates from the administrative rules that have been approved.

### Effectively Earning Bid Credits Webinar

This **NEW** webinar will provide instructions on how to use our Bid Credit platform and how to earn bid credits.

Please check our [website](#) for upcoming dates and times for both webinars! Keep an eye out for another email from us with webinar dates and times, as well as registration links!

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## Timeline to Launch

Are you prepared now that the BCP has launched? Please follow the steps below to ensure your company is ready:

1. [Register](#) for your own BCP Account Number
2. Bookmark the [BCP webpage](#)
3. [Request](#) an ILWPP graduate
4. Review the [Contractor Registry](#) for networking opportunities
5. Begin requesting bid credits for a qualified apprentice using the [Bid Credit Apprentice Report](#)



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## Learn more about the Bid Credit Program

Illinois Works Bid Credit

Program

Illinois Works Graduate  
Request

Contractor Registration  
Form

Bid Credit Apprentice  
Report

Bid Credit Certificate Request



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