

State Apprenticeship Expansion Grants: *Technical Assistance Menu of Services*

August 2024



State Apprenticeship Expansion grantees have access to technical assistance (TA) activities and resources to help them achieve their grant goals and expand, diversify, and modernize Registered Apprenticeship in their states. In partnership with the U.S. Department of Labor Office of Apprenticeship (OA), the American Institutes for Research (AIR) provides this TA to State Apprenticeship Expansion, Equity, and Innovation (SAEEI) grantees; State Apprenticeship Expansion Formula, Round 1 (SAEF1) Competitive grantees; and State Apprenticeship Expansion Formula, Round 2 (SAEF2) Competitive and Base grantees.

TA COACHING

Each state is matched with an AIR TA coach who serves as a trusted advisor and provides and coordinates responsive support for SAEEI, SAEF1, and/or SAEF2 grants. The purpose of TA coaching is to provide states with strategic and programmatic support in the development of apprenticeship expansion strategies and implementation of state apprenticeship expansion grants. The AIR TA coaches work closely with the OA National Office, regional federal project officers (FPOs), and assigned subject matter experts (SMEs) or multi-state navigators (MSNs) to ensure that grantees are receiving comprehensive support of the highest quality.

TA ACTIVITIES AND RESOURCES

In addition to working with their TA coach, State Apprenticeship Expansion grantees participate in other TA activities and use TA resources that meet their needs and match their interests. These ongoing core TA activities and resources include:

Peer Cohort Calls	Each month, grantees are invited to attend a call with a cohort of state grantees to learn about promising practices, discuss common challenges, and expand professional networks. Each state is assigned to a cohort based on active grants and the size of the state's apprenticeship system.
Online Communities of Practice (CoPs)	Grantees can access a collection of TA resources, tools, trainings, and more at the Apprenticeship and State Apprenticeship Grants CoPs on WorkforceGPS. Grantees can sign up to receive updates from each community to learn about new resources.
Apprenticeship Connections Newsletter	In this monthly newsletter , grantees learn about new resources, grants management updates, promising practices, upcoming events, and more.
Grantee Site Visits	In-person or virtual site visits provide the opportunity for grantees to receive more customized support that is focused on addressing challenges and opportunities related to grant performance, expenditures, and obligations.

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Apprenticeship Professionals Learning Network (Network) and Apprenticeship Professionals (AP) Learning Portal	The Network provides topical training, as well as networking opportunities, for grant staff and the state's frontline apprenticeship professionals through monthly webinars, a biweekly email, and curated resources on the Network's website. The AP Learning Portal provides customized courses to assist grantees with training needs on the following topics: Registered Apprenticeship fundamentals, business engagement, supporting apprentices, and Registered Apprenticeship Program design.
On-Demand Peer Learning	Grantees may request a peer connection to learn more about a strategy or how another grantee accomplished an expansion goal by asking their TA coach to facilitate a peer learning conversation. This can be done with individual grantees or in group peer learning discussions.
TA Resources and Tools	TA resources and tools provide practical strategies and information to help states shape and implement their Registered Apprenticeship expansion efforts. Existing resources focus on five-year plans for SAEF grantees, building alignment of the Registered Apprenticeship and workforce development systems, planning to leverage federal infrastructure investments, and using process mapping to streamline and accelerate apprenticeship program registration. In the coming year, additional resources are planned to be developed around business engagement, five-year strategic plan implementation support, and staffing structure.

In addition to the ongoing core activities outlined above, grantees can participate in periodic TA activities and learn about new TA resources as they become available. Grantees will be notified about these opportunities and resources throughout the year, which may include:

Promising Practices	Successful strategies to expand and diversify Registered Apprenticeship are captured and shared with grantees through case studies, showcasing success stories, and other formats such as industry-focused calls and topic-based webinars to facilitate learning, adaptation, and replication.
Learning Groups	These action-oriented, facilitated learning experiences allow grantees to connect, collaborate, and develop innovative solutions to common state challenges associated with growing and sustaining Registered Apprenticeship. Activities include individualized coaching and group TA sessions.
Performance-Based TA	Grantees may be invited to participate in performance-based TA activities based on lagging performance. These TA activities will be provided by AIR staff, and in consultation with TA coaches, OA, and FPOs. Potential activities could include strategic planning sessions, leader-learner exchanges based on areas of need, or in-depth coaching sessions related to common grantee challenges.
Grantee Convenings	Periodically, grantees will have the opportunity to come together virtually or in person to have a national conversation about Registered Apprenticeship expansion and participate in a range of sessions to explore specific topics.

REQUESTING TA

Grantees may contact their TA coach with TA questions, requests, or suggestions for future TA activities. Grantees may also contact SAEEI.grant@dol.gov or SAEF.grant@dol.gov and their FPO, if the question or request is related to policy, grants management, or performance outcomes.

OTHER GRANTEE SUPPORTS

State Apprenticeship Expansion grantees also benefit from support provided by the OA National Office, regional FPOs, and OA SMEs/MSNs. TA coaches and these OA representatives all collaborate to ensure coordinated assistance is provided to grantees. Below are some examples of the types of topics that are typically handled by the four members of the team:

FPO	AIR TA Coach
• Clarifications to the SAEEL, SAEF1, and SAEF2 Funding Opportunity Announcements • Amendments to the project, fiscal questions, allowable expenditures, and budget • Quarterly Reports and quarterly performance outcomes relative to targeted outcomes • Other policy and grant management questions as they arise	• Strategic and programmatic support for grant activities on a range of topics, including: — Strategic planning, organizational structure, and staffing — State leadership, policy, and partnerships — Outreach and business engagement — Expanding capacity to develop, register, and support programs — Development of and support for diverse apprentice pipelines — Alignment with career pathways and post-secondary education
OA National Office	OA SMEs/MSNs
• Overall guidance on Registered Apprenticeship grant programs • Approval of program and budget amendments • Questions related to the Registered Apprenticeship Partners Information Database System (RAPIDS)	• Registered Apprenticeship-related program questions • Program standards and registering programs • Liaisons to FPOs to keep them apprised of grant-related activity and potential programmatic issues

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