



Department of Labor (DOL) Nursing Expansion Grant Tip Sheet: Understanding Allowable Preceptor Activity May 2024

PRECEPTORSHIP IN THE NURSING EXPANSION GRANTS

The Department of Labor (DOL) recognizes the importance of an experienced nurse, or preceptor, during a trainee's clinical rotation, and acknowledges that barriers exist in recruiting experienced nurses into a preceptor role. As one strategy to meet the intent of the grant initiative to increase the number of nurses, preceptorship is included to support participants in grant-funded nursing training programs.

PURPOSE OF THE PRECEPTORSHIP REQUIREMENT

Preceptorship is a program requirement in the [Funding Opportunity Announcement \(FOA\)](#) for **NE Track 2** grantees. The purpose of this requirement is to, "support the increased uptake of experienced nursing professionals who will become preceptors **to mentor and prepare a new generation of nurses**" ([FOA](#), p. 3).

Preceptor activities on which grant funds are spent must align with the purpose of the grant initiative to train nurses. These activities are best conceptualized as a **capacity building activity**.

TRAINING PRECEPTORS IS NOT SUFFICIENT TO MEET THE INTENT OF THE FOA. IN ADDITION, MOST AVAILABLE PRECEPTOR TRAINING DOES NOT MEET THE BASIC REQUIREMENT FOR ALL GRANT-FUNDED TRAINING TO RESULT IN A RECOGNIZED POSTSECONDARY CREDENTIAL.

NE Track 1 grantees may optionally incorporate preceptors into their project when it is an approved strategy in the Statements of Work (SOW); however, grantees in Track 1 are subject to the same limitations as Track 2 grantees on how grant funds can be spent on preceptor activities.

Note: A recognized postsecondary credential is "a credential consisting of an industry-recognized certificate or certification, a certificate of completion of an apprenticeship, a license recognized by the State involved or Federal Government, or an associate or baccalaureate degree" ([Training and Employment Notice No. 25-19 Understanding Postsecondary Credentials in the Public Workforce System, Attachment I: Credential Resources](#), p. 1).

Preceptorship Policy:

"To achieve the FOA's goal to expand the pipeline of nursing professionals, applicants [for Track 2] must describe the strategy to support the increased uptake of experienced nursing professionals who will become preceptors **to mentor and prepare a new generation of nurses**. This track requires applicants to address this issue as part of their workforce development strategy by using partnership agreements with their employer partners to ensure reduced administrative barriers, time carved out of the regular schedule for the preceptor work, and incentives or additional pay for taking on the preceptor role" ([FOA](#), p. 3).

"[Track 2 grantees] will propose outreach and recruitment strategies, innovative partnership agreements, and leverage employer-funded financial incentives or other types of non-monetary incentives provided by the employer to address the critical shortage of nursing preceptors" ([FOA](#), p. 3).

ALLOWABLE AND UNALLOWABLE PRECEPTORSHIP ACTIVITY

ALLOWABLE	NOT ALLOWABLE	ALLOWABLE UNDER LIMITED CIRCUMSTANCES
Proposing outreach and recruitment strategies for nurses to become preceptors Proposing innovative partnership agreements with employer partners that, for example, reduce administrative barriers, carve time out of work schedules, and offer monetary support Leveraging employer-funded incentives (monetary or non-monetary) EXAMPLES: - Paying experienced nurses using grant or match funds to perform preceptor activities for participants in the grant's training programs - Encouraging employer partners to pay any preceptor preparation/orientation/training costs; when the training is not allowable under the grant, grantees can count this as leveraged funds. - Developing a Memorandum of Understanding or other agreement with employer partners to provide paid release time, bonuses, or other types of compensation to become preceptors.¹	Using grant or match funds to provide standalone preceptorship training to nurses that does not result in a recognized postsecondary credential Why: Orientations, CCEs, badges, workshops, individual courses, and other activities that do not independently result in a recognized postsecondary credential are not allowable <i>at all</i>. Using grant or match funds to pay wages to nurses who are grant participants to become preceptors Why: Wages cannot be paid to any employed participants (incumbent workers) who are in grant-funded training. Using grant or match funds to pay employers for lost wages when individuals take on preceptor duties Why: Grant funds cannot be paid to reimburse employers for wages for work not related to the grant. Providing monetary incentives to become preceptors	Using grant or match funds to provide preceptor training (as approved by DOL) that results in a recognized postsecondary credential Allowable because the preceptor training program is itself (by all appearances and assurances) an allowable training program when it leads to a recognized postsecondary credential. The circumstances are limited because, while perhaps a worthwhile strategy in general, training preceptors is not the primary purpose of <i>this</i> FOA. Using grant or match funds (including staff time) to develop a recognized postsecondary credential for preceptors Allowable because the preceptor training program is itself (by all appearances and assurances) an allowable training program when it leads to a recognized postsecondary credential. The circumstances are limited because, while perhaps a worthwhile strategy in general, training preceptors is not the primary purpose of <i>this</i> FOA.

¹ **Important notes about paying wages to participants in training:** Nurses who are in *any* training program (including eligible preceptorship training that results in a recognized postsecondary credential) cannot be paid wages for preceptor duties or provided with compensation while in training. When wages are paid by employers to participants in training, grantees can count this as leveraged funds, but not match funds.

Incorporating preceptor training as <i>part of the curriculum</i> of a larger established nursing training program that results in a recognized postsecondary credential.²	Why: With the exception of incentives to collect follow-up information from grant participants, incentives are not an allowable activity. Offering scholarships to pay for other training to encourage individuals to become preceptors Why: Grantees cannot pay tuition costs for individuals who are not grant participants. In addition, tuition costs in the form of scholarships are not allowable.	
---	---	--

REPORTING PRECEPTORSHIP ACTIVITY

Each quarter, Nursing Expansion Track 2 grantees are required to report on a preceptor outcome in the Quarterly Narrative Report QNR):

Outcome 7. Total Number of Experienced Nursing Professionals Who Were Placed into a Preceptor Role

This outcome is reported in **QNR Section XI.B. Additional Information**, an area of the report that is designated for H-1B grantees to report outcomes that are required but are not reported in the Quarterly Performance Report (QPR). Track 2 grantees must use Section XI.B. to report the **cumulative** number of experienced nursing professionals who take on a preceptor role as a result of the grant and begin actively performing preceptor duties.

Because Outcome #7 is a capacity building outcome, grantees should not include preceptors in the participant data file that is uploaded into the Workforce Integrated Performance System (WIPS) and used to generate the QPR, unless the circumstances described in the column in the table above “Allowable Activities Under Limited Circumstances” apply. When grantees have been approved by DOL to offer allowable grant-funded preceptor training that results in a recognized postsecondary credential, the nurses who take this training *are* considered grant participants.

Track 2 grantees should consult the [H-1B Grants Performance Reporting & Workforce Integrated Performance System \(WIPS\) Guidance Handbook for Nursing Expansion Track 2](#)



[grantees](#) (p. 40-41 and p. 60-61) for further guidance on how to interpret this outcome and instructions on how and where to report it in the QNR.

For more information about how to define recognized postsecondary credentials, please review [Training and Employment Notice \(TEN\) 25-19: Understanding Postsecondary Credentials in the Public Workforce System, Attachment 1. Credential Resources](#).

RESOURCES

- [Nursing Expansion Funding Opportunity Announcement \(FOA\) 22-16](#)
- [Nursing Expansion Frequently Asked Questions and Key Policy Clarifications](#)
- [Training and Employment Notice \(TEN\) 25-19: Understanding Postsecondary Credentials in the Public Workforce System](#) and [Attachment 1, Credential Resources](#)

If you have any questions about allowable preceptorship activity or recognized postsecondary credentials or would like to discuss revising your SOW to incorporate additional preceptor activities, please send an email to your Federal Project Officer (FPO) with your questions.