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Department  
of Labor

# APPRENTICESHIP STATE EXPANSION (ASE) REGISTERED APPRENTICESHIP GROUP PROGRAMS Bid Number ASE-1

## WHAT IS THE APPRENTICESHIP STATE EXPANSION GRANT (ASE) – REGISTERED APPRENTICESHIP GROUP PROGRAMS REQUEST FOR APPLICATIONS (RFA)?

The New York State Department of Labor (NYSDOL) has committed up to \$2.75 million to expand NYS Registered Apprenticeship by encouraging Group Programs to increase the number of apprentices in New York State, including programs in high growth and nontraditional trades, designed to meet the 21st century needs of businesses. 100% of the \$2.75 million available under this RFA is from the federal Apprenticeship State Expansion funds.

## USE OF FUNDS

Applicants may apply for up to \$200,000 for each award, where up to \$5,000 per new apprentice is allowed to support staff in the role(s) of Related Instruction (RI) Coordinator and On-the-Job (OJT) Job Developer. (This may be a combined role.)

Applicants must demonstrate that apprentices will be supported by the RI Coordinator and/or OJT Job Developer. The RI Coordinator and/or OJT Job Developer will prepare an Apprenticeship Service Plan for each apprentice and will document apprentice progression.

Reimbursement will be made in two Milestones:

- Milestone #1: Enrollment of a new apprentice by completion of an Apprenticeship Agreement Form (AT401), completion of a Trainee Information Form (TIF), and completion of Part 1 of the Apprenticeship Service Plan; this first milestone will be \$1,500 (flat fee) per apprentice
- Milestone #2: Support of RI and OJT with qualified staff such as RI Coordinator and OJT Job Developer for a period of six months, to be documented on Part 2 of the Apprenticeship Service Plan; the second milestone will be \$3,500 (flat fee) per apprentice

## WHO IS ELIGIBLE TO APPLY FOR FUNDING?

An eligible applicant must be:

- A Sponsor of an active or probationary NYS RA Group Program
- A lead applicant designated by a Sponsor of an active or probationary NYS RA Group Program

OR

- An applicant for an NYS RA Group Program whose application has been received NYSDOL and posted on the NYSDOL website for public comment

## WHAT IS A SPONSOR OF AN NYS RA GROUP PROGRAM?

The NYS RA Group Program model allows for a “fast track” to apprenticeship. In a Group Program, lead entities sponsor an RA Program going through the normal application process. Businesses can then sign on the Group Program instead of applying to become an individual sponsor, allowing them to begin enrolling and training apprentices almost immediately.

An entity serving as a Group Program sponsor must follow Apprenticeship Regulations and work with NYSDOL to administer the program. Group Program sponsors may have programs in multiple trades. Entities that may apply to be Group Program sponsors include, but are not limited to:

- Industry Associations
- Labor-Management Associations
- Group of Employers

For more information on the NYS RA Group Program model, or for help with setting up your own group apprenticeship training program, please contact your local Apprenticeship Training Representative (ATR). You can find contact information at [dol.ny.gov/apprenticeship/apprenticeship-contacts](https://dol.ny.gov/apprenticeship/apprenticeship-contacts)

## WHAT INDUSTRIES ARE INCLUDED UNDER THE ASE GRANT?

This grant will focus on:

- Advanced Manufacturing
- Healthcare
- Information Technology
- Hospitality
- Film
- Transportation and Logistics
- Sewing/Textiles
- Other in-demand occupations identified by Regional Economic Development Councils and Local Workforce Development Boards

Construction trades are limited to programs where the trade will be used only for the upkeep and maintenance of a facility owned by the business entity employing the apprentices, such as plant maintenance trades.

## HOW DO I APPLY TO PARTICIPATE IN THE GRANT?

The Request for Applications is available on the NYSDOL website ([dol.ny.gov/funding-opportunities-0](https://dol.ny.gov/funding-opportunities-0)) or through Grants Gateway (<https://grantsgateway.ny.gov>).

Applications will be accepted on an on-going basis through January 3, 2022.

## WHERE DO I SUBMIT QUESTIONS REGARDING THIS RFA?

Applicants may submit questions via email to [WDTD.Onestop@labor.ny.gov](mailto:WDTD.Onestop@labor.ny.gov). Questions regarding the RFA will be accepted on an ongoing basis, no later than November 29, 2021. Telephone inquiries will not be accepted. All inquiries should include the following reference in the subject line: "ASE-1 Question". Answers to all questions will be posted on the NYSDOL website ([dol.ny.gov/funding-opportunities-0](https://dol.ny.gov/funding-opportunities-0)) on an ongoing basis, no later than December 3, 2021.

### FIELD OFFICES

### COUNTIES

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Albany, NY 12240

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Brooklyn, NY 11201

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Rochester, NY 14609

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315-479-3228

The Apprenticeship Training Program can also be contacted via e-mail at: [ATCO@labor.ny.gov](mailto:ATCO@labor.ny.gov)