

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.41
(ID # 27749)**

MEETING DATE:
Tuesday, June 10, 2025

FROM : HOUSING AND WORKFORCE SOLUTIONS


SUBJECT: HOUSING AND WORKFORCE SOLUTIONS/WORKFORCE DEVELOPMENT DIVISION (HWS/WDD): Approve allocation of the Department of Labor, Apprenticeship Building America (DOL ABA) Grant funding, through South Bay Workforce Investment Board, Inc. to Housing and Workforce Solutions/Workforce Development Division for Program Year 2025-2026; All Districts. [\$25,000; 100% DOL ABA Grant Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Accept the Department of Labor, Apprenticeship Building America (DOL ABA) Grant funding in the amount of \$25,000 for period commencing July 1, 2025 – June 30, 2026, and accept future DOL ABA fund allocations prior to June 30, 2026, on behalf of the Housing and Workforce Solutions/Workforce Development Division (HWS/WDD);
2. Approve the form of the attached proposed Agreement with South Bay Workforce Investment Board, Inc. for DOL ABA Grant;

Continued on page 2


ACTION:A-30, Policy


Heidi Marshall, Director 5/22/2025

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: June 10, 2025
xc: HWS

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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RECOMMENDED MOTION: That the Board of Supervisors:

3. Authorize the Director of Housing and Workforce Solutions (HWS), or designee, to execute Agreement with South Bay Workforce Investment Board, Inc. substantially conforming in the form and substance to the attached Agreement, as approved as to form by County Counsel; and
4. Authorize the Director of HWS, or designee, initiate work and take all steps necessary to implement the DOL ABA Grant including, but not limited to, signing subsequent essential agreements and relevant documents, and executing any amendments that exercise the option of the agreements including, but not limited to, modification to the scope of services, budget, and payment provisions, that stay within the intent of the agreements, subject to availability of fiscal funding and as approved as to form by County Counsel.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$25,000	\$25,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: US Department of Labor Apprenticeship Building America Grant 100%			Budget Adjustment:	No
			For Fiscal Year:	2025-2026

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Department of Labor Apprenticeship Building America (DOL ABA) Grant Program has designated funds for the support of Registered Apprenticeship Programs (RAPs) and quality pre-apprenticeship programs that lead to RAPs. These funds are allocated through the Consolidated Appropriations Act of 2021, Public Law 116-260, Division H, Title I. This appropriation allows the Department to award grants to "expand opportunities through RAPs which must be registered under the National Apprenticeship Act." Recipients of these funds are required to use them solely for activities that directly contribute to the Parts 29 and 30. Under this grant, funds may not be utilized for Industry-Recognized Apprenticeship Programs (IRAPs).

In addition, pre-apprenticeship programs funded by this grant must directly lead to the development of RAPs within the grant's performance period. These pre-apprenticeship programs should ensure that the skills and competencies taught are in alignment with industry needs. It is both allowable and encouraged for pre-apprenticeship program graduates to transition into a RAP with grant funded services.

The Housing and Workforce Solutions/Workforce Development Division (HWS/WDD) has been chosen to provide business engagement and outreach services for the DOL ABA Grant, Expanding Flexible Apprenticeship in California (EFAC) project. This initiative is designed to expand non-traditional registered apprenticeship programs in California, with a focus on increasing access to apprenticeship career pathways for underserved populations. These

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include but are not limited to women, justice-involved individuals, people with disabilities, veterans, communities of color, unemployed individuals impacted by COVID-19, and dislocated workers.

HWS/WDD has agreed to collaborate with the South Bay Workforce Investment Board, Inc. (SBWIB) for business workforce services to support the Expanding Flexible Apprenticeship in California (EFAC) project by supporting the expansion of apprenticeships and pre-apprenticeships through the following ways in Riverside County.

1. **Project Consultation:** Collaborate with SBWIB staff to review the EFAC project framework, goals, and timeline.
2. **Business Outreach & Engagement:** Support SBWIB and partners in establishing and expanding apprenticeship and pre-apprenticeship programs, and secure resources from the DOL ABA grant.
3. **Industry Engagement:** Identify key employers and associations, assess their needs, and help develop apprenticeship pathways.
4. **Program Development:** Assist in creating and sustaining apprenticeship programs, including discussions on both pre-apprenticeship and registered apprenticeship options.
5. **Business Recruitment:** Engage with 5–10 businesses to encourage the hiring of new apprentices or the enrollment of incumbent workers.
6. **Additional Duties:** Complete any other tasks as requested by the SBWIB CEO or his designee.

Impact on Residents and Businesses

The EFAC project will have a significant positive impact on both residents and businesses in the state. For residents, particularly those from underserved communities, this initiative will provide greater access to valuable career pathways through Registered Apprenticeship Programs. By equipping participants with industry-specific skills and credentials, the project will enhance their employability, improve economic mobility, and help bridge the skills gap in high-demand sectors, but not limited to Advanced Manufacturing, Healthcare, Information Technology, Arts and Media, and Clean Energy.

For businesses, the EFAC project will provide a reliable pipeline of skilled workers tailored to meet the evolving needs of these industries. By expanding non-traditional apprenticeship opportunities, the project will support the development of a diverse, highly trained workforce that can address current and future workforce shortages. In addition, businesses that participate in these apprenticeship programs will benefit from reduced recruitment costs, increased employee retention, and enhanced productivity, all while contributing to the growth of a more inclusive and equitable workforce in California.

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Additional Fiscal Information

HWS/WDD will designate staff to conduct outreach to potential apprentices that will participate in the program. HWS/WDD will be paid up to \$25,000 for staff services for Program Year 2025-2026.

Contract History and Price Reasonableness

Approval of this request will facilitate the successful implementation and expansion of RAPs in these key sectors, ultimately promoting inclusive workforce development across the state of California.

ATTACHMENT:

- Agreement Between SBWIB, and HWS/WDD
- Exhibit D - Master Grant Agreement between DOL and South Bay WIB, Inc.


Brianna Lontajo, Principal Management Analyst 6/4/2025


Aaron Gettis, Chief of Deputy County Counsel 6/4/2025

DOL ABA Grant WDB Contractor Agreement

AGREEMENT NO. 24-W204 BETWEEN SOUTH BAY WORKFORCE INVESTMENT BOARD, INC. AND RIVERSIDE COUNTY – WORKFORCE DEVELOPMENT DIVISION

Organization ("Contractor")		Organization ("Contractor")	
Name:	South Bay Workforce Investment Board, Inc. (SBWIB, Inc.)	Name:	Riverside County, Workforce Development Division
Address:	11539 Hawthorne Blvd., 5 th Floor Hawthorne, CA 90250	Address:	1325 Spruce St., Ste. 400 Riverside, CA 92507
Prime Sponsoring Agency:	US Department of Labor		
Project Title:	Expanding Flexible Apprenticeship in California (EFAC)		
Agreement Term:	[Executed Date] – 03/31/2026		
Administrative Contact			
Name:	Gabriela Vicente	Name:	Adriana Escobedo
Telephone:	310-970-7700	Telephone:	951-955-0464
Email:	gvicente@sbwib.org	Email:	AEscobedo@Rivco.org
Project Director			
Name:	Chris Cagle	Name:	Maria Pelaez
Telephone:	310-970-7700	Telephone:	951-955-3116
Email:	ccagle@sbwib.org	Email:	mpelaez@rivco.org
Fiscal Contact			
Name:	Tudorita "Dori" Giulea	Name:	Jacquelyn Beedles
Telephone:	310-970-7700	Telephone:	951-955-9843
Email:	tgiulea@sbwib.org	Email:	JaBeedles@Rivco.org
Authorized Official			
Name:	Jan Vogel	Name:	Stephanie J Adams
Telephone:	310-970-7700	Telephone:	951-955-3075
Email:	jvogel@sbwib.org	Email:	sjadams@rivco.org
Where Payments Should Be Sent:			
Name:	Riverside County Workforce Development Division Attn: Accounts Payable		
Address:	1325 Spruce Street STE. 400 Riverside, CA 92507		

**AGREEMENT NO. 24-W204 BETWEEN
SOUTH BAY WORKFORCE INVESTMENT BOARD, INC. AND
RIVERSIDE COUNTY – WORKFORCE DEVELOPMENT DIVISION**

THIS AGREEMENT is made and entered into this **[DATE]** day of **[MONTH]**, 2025 by and between the **South Bay Workforce Investment Board, Inc.**, (SBWIB, Inc.), a California non-profit public benefit corporation, hereinafter referred to as the “SBWIB, Inc.” and the County of **Riverside, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solution, - Workforce Development Division**, hereinafter referred to as “Contractor”, with its principal place of business located at **1325 Spruce St., Ste. 400, Riverside, CA 92507.**

WHEREAS, City of Inglewood, hereinafter referred to as "City", has delegated its rights, duties; and

WHEREAS, the SBWIB, Inc. has been charged by the City of Inglewood with the responsibility of administering and operating job training and employment programs which the City is obligated to provide; and

WHEREAS, the contractor has completed a risk assessment which SBWIB has approved; and

WHEREAS, in order to properly perform the functions for which it has been contracted and remain competitive, it is necessary for the SBWIB, Inc. to obtain Contractor services on an as needed basis; and

WHEREAS, Contractor represents itself as capable and qualified to provide the said services described herein;

NOW THEREFORE, in consideration of the recitals and mutual obligations provided herein, the parties hereto agree as follows:

1. DUTIES OF CONTRACTOR

Contractor shall provide services to the best of its professional ability in connection with the deliverables of the Expanding Flexible Apprenticeship in California (EFAC) project funded by the US Department of Labor (DOL) ABA grant as outlined in Exhibit A, DOL ABA Grant EFAC Project

Deliverables. This agreement is subject to all terms and conditions of the SBWIB, Inc. and its master DOL ABA Agreement attached as Exhibit D.

2. DUTIES OF SBWIB, INC.

The SBWIB, Inc. shall provide Contractor with such information as is possessed by the SBWIB, Inc. and is normally supplied to a Contractor performing such services.

3. COMPENSATION

Contractor agrees it shall be entitled to compensation hereunder only upon completion of services described in Exhibit B, Statement of Work and such compensation shall be payable in accordance with the SBWIB, Inc. guidelines and will require an invoice with a narrative and backup documentation such as a general ledger for expenses being claimed and examples of work that was performed. Invoice should reference the agreement number and must be submitted on or before the fifteenth (15) calendar day of the following month.

Contractor shall be compensated for expenses outlined in the budget, Exhibit C. Contractor shall submit monthly invoices for work completed in the prior month. The total amount of this agreement shall not exceed **\$25,000.00**. Final payment will be withheld pending completion of project and approval of work product by the SBWIB, Inc. Contractor shall not be reimbursed for any out-of-pocket expenses unless pre-approved in writing by the SBWIB, Inc. Chief Executive Officer.

This Agreement is funded solely under the U.S. DOL ABA grant. In the event the ABA grant is canceled or ABA grant funds to the SBWIB, Inc. are terminated, this Agreement will likewise terminate. Contractor shall have no recourse to non-ABA grant funds.

Contractor shall be responsible for billing the SBWIB, Inc. for services provided. The SBWIB, Inc. shall process the billing as received and issue payment as soon as reasonably practicable and in the ordinary course of the SBWIB, Inc. business.

4. TERM OF AGREEMENT

The term of the Agreement shall be from **[EXECUTED DATE]** to March 31, 2026, notwithstanding the date of approval of this Agreement by the Chief Executive Officer of the SBWIB, Inc. or unless (1) the parties choose to terminate this Agreement for any reason upon (30) days written

notice to the other party or (2) the terms and conditions are amended by mutual written agreement of the parties.

5. SUPPORTING RECORDS

Records shall be maintained on a current basis to support billing under this Agreement. Federal, State, and the SBWIB, Inc. auditors shall have access to Contractor's records for purposes of an audit. Contractor shall retain all financial records related to billings and services for a period of three (3) years after completion and payment of this Agreement.

6. INSURANCE REQUIREMENTS

Contractor shall provide and maintain during the term of Agreement as follows:

- A. General Liability with a combined single limit for bodily injury and property damage of not less than \$1,000,000 (one million) per occurrence to protect the SBWIB, Inc. against claims for bodily injury or death and damage, loss of theft of equipment and property of other.
- B. Self-Insurance (as applicable) Notwithstanding the insurance required, the SBWIB, Inc., at its own option, may accept as an equivalent for any such coverage, evidence of an ongoing program of self-insurance together with excess coverage. Said equivalent, in order to satisfy the requirements herein contained, shall be subject to approval of the Legal Counsel of the SBWIB, Inc.
- C. Worker's Compensation and Employees Liability (if applicable) in accordance with California State Compensation laws.
- D. Automobile Liability (If applicable): If a Contractor, in conducting activities under this agreement, uses motor vehicles, Contractor shall provide insurance through a commercial insurance company authorized to do business in the State of California. The coverage shall be \$1,000,000.00 combined single limit liability, or other equivalent coverage approved by the SBWIB, Inc. Attorney. If Contractor does not use motor vehicle in conducting activities, a waiver may be granted by the Legal Counsel of the SBWIB, Inc.
- E. Endorsements must read **"The South Bay Workforce Investment Board, Inc., its Employees, Officers and Agents; the City of Inglewood, its Employees, Officers and**

Agents, are included as additional insured." Each is to be named as additional insured under the Contractor's General Liability and Automobile Liability policies, as applicable.

F. The SBWIB, Inc. must also be shown as a certificate holder on the Contractor's General Liability and Automobile Liability policies using the following address: **South Bay Workforce Investment Board, Inc. 11539 Hawthorne Blvd., 5th Floor, Hawthorne, CA 90250.**

G. Said insurance will be required to be maintained in full force and effect during the term of the agreement as evidenced by a Certificate of Insurance to be approved by and filed with the SBWIB, Inc. upon execution of this Agreement.

7. HOLD HARMLESS

The SBWIB, Inc. and Contractor agree to defend, indemnify and hold harmless each other against any and all liability, expenses and claims arising from their respective acts or omissions, including attorney's fees and costs, in connection with the services to be rendered under this agreement. The SBWIB, Inc. shall be responsible for damages caused by the negligence of its directors, officers, employees, and duly authorized volunteers occurring in the performance of this agreement. Contractor shall be responsible for damages caused by the negligence of its directors, officers, employees and duly authorized volunteers occurring in the performance of this agreement. It is the intention of the SBWIB, Inc. and Contractor that the provision of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective directors, officers, employees and duly authorized volunteers.

The SBWIB, Inc. and Contractor by this Agreement shall not assume any liability nor shall they be liable for the negligent or wrongful acts or omissions or for any indebtedness or obligations of the other party attributable to the services required to be performed or caused by the disbursement and use of DOL ABA grant funds under this Agreement.

8. FINDINGS CONFIDENTIAL

All of the reports, findings, and conclusions prepared or assembled by Contractor under this Agreement are confidential and Contractor agrees that these shall not be made available to any individual or organization without prior written approval by the SBWIB, Inc., except as otherwise

permitted by law. Contractor hereby relinquishes any proprietary interest, which it may have in any results obtained as consequence of this Agreement and further agrees that all reports and findings shall become the property of the SBWIB, Inc.

9. TERMINATION

This agreement may be canceled by either party with or without cause upon thirty (30) calendar-day advance notice in writing prior to the effective date of such termination, which shall be specified in the notice. In the event of termination by the SBWIB, Inc., Contractor shall deliver to the SBWIB, Inc. all documents, files, and records or copies belonging to the SBWIB, Inc. as soon as practicable after receiving notice of termination.

10. NO AGENCY RELATIONSHIP

No agency relationship between the SBWIB, Inc. and Contractor is intended or created by this Agreement. Contractor is not authorized and shall not at any time or in any manner represent that it is an agent, servant, or employee of the SBWIB, Inc., it being expressly understood that Contractor is and at all times shall remain wholly an independent Contractor.

11. NOTICE

Any notices given pursuant to this Agreement shall be deemed received and effective when properly addressed, posted, and deposited in the United States mail addresses to the respective parties as follows:

SBWIB, Inc.
Jan Vogel, Chief Executive Officer
South Bay Workforce Investment Board, Inc.
11539 Hawthorne Blvd., 5th Floor
Hawthorne, CA 90250
jvogel@sbwib.org

Contractor
Stephanie J. Adams, Deputy Director
Riverside County, Workforce Development Division
1325 Spruce Street
Riverside, CA 92507
sjadams@rivco.org

12. NON-ASSIGNABILITY

Contractor shall not assign any interest in this Agreement and shall not transfer any interest in the same whether by assignment or novation without prior written approval of the SBWIB, Inc.

13. EQUAL OPPORTUNITY AND NONDISCRIMINATION

Work performed under this agreement must comply with the Equal Opportunity Act of 1972, which prohibits discrimination against any individual in the United States on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity), national origin (including LEP), age, disability, marital or familial status, political affiliation or belief.

Additionally, any portion of funds received under the Workforce Innovation and Opportunity Act (WIOA) must also comply with WIOA Section 188 that protects any beneficiary of, applicant to, or participant in programs financially assisted under Title I of the WIOA from discrimination based on either the beneficiary's citizenship status as a lawfully admitted immigrant authorized to work in the United States, or his or her participation in any WIOA Title I-financially assisted program or activity. ((WIOA) Public Law 113-128 Section 188 (29 U.S.C. Sec. 3248); 29 CFR 38; CA EDD Equal Opportunity Public Notice).

Contractor agrees to comply fully with the nondiscrimination and equal opportunity provision of the WIOA and all other federal, state and local anti-discrimination and equal opportunity laws.

14. CHANGES, AMENDMENTS AND MODIFICATIONS

No changes, amendments, or modifications to this Agreement shall be effective unless in writing and signed by the parties hereto.

15. FORCE MAJEURE

If the performance of this Agreement or of any obligation hereunder is materially prevented, restricted, or interfered with by reason of fire or other casualty or accident; strikes or labor disputes; inability to procure raw materials, equipment, power or supplies; war; terrorism or other violence; any law, order, proclamation, regulation, ordinance, demand, or requirement of any government agency or intergovernmental body other than a party hereto, or any other act or conditions beyond the reasonable control of the parties hereto, the party so affected, upon giving notice to the other party, shall be excused from such performance to the extent of such material prevention, restriction, or interference; provided that the party so affected shall use its bests efforts under the circumstances to avoid or remove such

causes of non-performance and shall continue performance hereunder with the utmost dispatch whenever such causes are removed.

16. DISPUTES

This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance or interpretation of this Agreement shall be filed only in the Superior Court of the State of California. In the event any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

17. CERTIFICATIONS

A. Debarment and Suspension Certification: By signing this Agreement, Contractor hereby certifies under penalty of perjury under laws of the State of California the Contractor will comply with regulation implementing Executive Order 12549, Debarment and Suspension, 29 CFR, Part 98, Section 98.510, and that the Contractor and its principals, to the best of their knowledge and belief:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transitions by any federal department or agency;
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes; commission of embezzlement, theft, forgery, bribery, falsification; ; destruction of records; making false statements; or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in paragraph 2 of this certification;
4. Have not within a three-year period preceding this Agreement had one or more public

transactions (federal, state, or local) terminated for cause of default.

5. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Agreement.

B. Drug Free Workplace Compliance: By signing this Agreement the Contractor hereby warrants and certifies that it shall comply with California Drug-Free Workplace Act of 1990 (Cal. Gov. Code Section 8350 et seq.), as amended, including provision of the requisite certification as set forth therein; and the federal Drug-Free Workplace Act of 1998, including its implementing regulations (29 CFR Part 98, commencing with 98.600).

C. Lobbying Restrictions: By signing this Agreement the Contractor hereby assures and certifies to the lobbying restrictions which are codified in the DOL regulation at 29 CFR Part 93.

1. No federal appropriated funds have been paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an employee of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this Agreement.

2. If any funds other than federal appropriated funds have been paid to any persons for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this Agreement, the Contractor shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.

D. Certifications Regarding Child Support Compliance Program: Contractor, by signing this Agreement hereby certifies compliance with the Child Support Compliance Act of the State of California, as implemented by the Employment Development Department. Contractor assures that to the best of its knowledge, it is fully complying with the earnings assignment order of all

employees, and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department. Contractor recognizes and acknowledges the importance of child and family support obligations and shall fully comply with applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with Section 5200) Part 5 of Division 9 of the Family code.

Failure to comply with these requirements may result in suspension of payments under the agreement or termination of the agreement, or cancellation of the purchase order, or all that may apply. In addition, the Contractor may be ineligible for award of future agreements or purchase orders if it is determined that any of the following has occurred: (1) the false certification, or (2) failing to carry out the requirements of the certification as noted above.

19. COPYRIGHT/PATENT RIGHTS IN DATA

Contractor agrees to grant the SBWIB, Inc., Federal and State governments a royalty-free, nonexclusive and irrevocable license to publish, copy, translate or use, now and hereafter, all materials, data, films, tapes, etc., developed under this Agreement including those covered by copyright. The SBWIB, Inc. and Federal and State governments reserve the right to authorize others to use or reproduce such materials. Further, the SBWIB, Inc. and Federal and State governments shall have access to any report, preliminary findings or data assembled by Contractor under this Agreement and shall retain ownership and patent rights to any discovery or invention under this Agreement or as provided in 29 CFR 97.34 AND 97.36(i) (8), (9).

20. REPORTING REQUIREMENTS

- A. General Reporting: At such times and in such formats as the SBWIB, Inc. may require, there shall be submitted to the SBWIB, Inc. as such records, reports (monthly/quarterly), data and information pertaining to matters covered by this agreement.
- B. System Reporting: On or before the fifteenth (15) calendar day of each quarter, Contractor shall

submit to the SBWIB, Inc. a narrative report through the designated reporting systems (e.g., Intrastate Training Resource and Information Network) of the activities completed during the last quarter from the Statement of Work.

C. SBWIB, Inc. Financial Reporting and Close-Out:

1. On or before the fifteenth (15) calendar day of each month, Contractor shall submit to the SBWIB, Inc., on forms provided by the SBWIB, Inc. if applicable, an invoice with a complete and accurate report of costs related to work completed the prior month with supporting documentation, including allowable accruals. Allowable accruals as used in this agreement shall refer to expenses that can be accurately measured and estimated for inclusion in the total cost reported on the closeout of the grant within the contracted period. Any other costs not included will be considered disallowed.
2. Within twenty-one (21) days following the termination of the agreement, Contractor shall submit to the SBWIB, Inc. a preliminary report of expenditures. Within thirty (30) days following the termination of the agreement, Contractor shall submit to the SBWIB, Inc., on forms provided by the SBWIB, Inc., a complete and accurate final close-out report including allowable accruals of allowable expenditures and a remittance for all unearned grant funds as identified in the close-out. No expenses should be incurred after the end date or termination date of the agreement.
3. In the event the Contractor does not submit a final close-out within the prescribed period, the SBWIB, Inc. reserves the right to unilaterally close-out the agreement and use the invoice on file at the SBWIB, Inc. for determination of the Contractor's final allowable expenditures. The SBWIB, Inc. will not reimburse the Contractor for any expenditure reported after the 21-day closeout date following termination of this agreement. The SBWIB, Inc. shall provide closeout forms to the Contractor at least thirty (30) days prior to termination of the agreement.

4. Within thirty (30) days following the termination of the agreement, Contractor shall submit to the SBWIB, Inc. a complete written evaluation (program narrative) of the Contractor's performance under this Agreement. If the Contractor did not satisfactorily perform the work as planned the Contractor is required to provide details of the challenges and action taken to remedy it.

21. SUPPORTING RECORDS AND AUDIT

Records shall be maintained on a current basis to support billing under this Agreement. Federal, State, and the SBWIB, Inc. auditors shall have access to Contractor's records for purposes of monitoring and audit. Contractor shall retain all program and financial records related to the project billings and services for a period of three (3) years after completion and payment of this Agreement. In the event of litigation, unresolved audits and/or unresolved claims, the Contractor agrees to retain all such records, reports, participant files, and other documentation and physical evidence beyond the three-year period, until all such litigation, audits, and claims have been resolved.

Contractor will be monitored by the SBWIB, Inc. at least annually to ensure its goals are being met, and the project remains in compliance. If the annual monitoring assessment is not satisfactory (e.g. significant progress has not been made in use of funds and deliverables), the SBWIB, Inc. reserves the right to cancel the agreement without any further obligation.

22. ENTIRE AGREEMENT

This Agreement and the documents attached hereto and referred to herein contain all the terms and conditions applicable to the parties and supersedes all oral negotiations and prior writing, with respect to the subject matter hereof. In the event of any such conflict between the terms, conditions and provisions of this Agreement and any such agreement, document or instrument; the terms, conditions and provisions of this Agreement shall prevail.

IN WITNESS WHEREOF, the SBWIB, Inc. and Contractor have executed this Agreement as of the date and year first above written.

By: Riverside County – Workforce Development Division

Signature: _____

Name: Heidi Marshall

Title: Director of Housing and Workforce Solutions, Workforce Development Division

APPROVED AS TO FORM:

MINH C. TRAN

County Counsel

By: 

Paula Salcido

Deputy County Counsel

Dated: 06/02/2025

SOUTH BAY WORKFORCE INVESTMENT BOARD INC.



Jan Vogel, Chief Executive Officer

APPROVED AS TO FORM:

Attorney-at-Law

A

OVERVIEW OF DOL ABA GRANT AGREEMENT EFAC PROJECT DELIVERABLES

PERFORMANCE MEASURES FOR THE SBWIB EFAC PROJECT		
	Program Outputs	Targets (Cumulative 4-Year Total)
1	Total number of RAPs created as a result of ABA grant funding (new occupations)	25
2	Total number of RAPs expanded as a result of ABA grant funding (additional employers to current RAPs)	25
3	Total number of pre-apprenticeships developed as a result of ABA grant funding	20
4	Total number of pre-apprenticeships expanded as a result of ABA grant funding	15
5	Total number of stakeholders engaged as a result of ABA grant funding	50
6	Total number of employers receiving incentive funding, including total amount of funds to be awarded in incentive funding, as a result of ABA grant funding	30 employers; total funding: \$582,000
7	Total number of technical assistance resources created as a result of ABA grant funding	15
8	Total number of new sponsors as a result of ABA grant funding	12
9	Total number of individuals enrolled in an RAP that was developed using ABA grant funds	800
10	Total number of individuals enrolled in a pre-apprenticeship that was developed using ABA grant funds	200

This grant provides funding for non-traditional Registered Apprenticeship in the following approved EFAC industry sectors:

1. Advanced Manufacturing
2. Healthcare
3. Information Technology/Cybersecurity
4. Arts, Media and Entertainment
5. Clean Energy

STATEMENT OF WORK

SCOPE OF WORK

Contractor has been selected to provide business engagement and outreach services for the Expanding Flexible Apprenticeship in California (EFAC) project. This project will expand non-traditional registered apprenticeship(s) in California in order to increase access to career pathways in registered apprenticeship for underserved populations, including Black, Latinx, women, justice-involved, individuals with disabilities, veterans, communities of color, unemployed individuals impacted by COVID-19 and dislocated workers.

The Contractor has accepted the assignment of work with the SBWIB, Inc. for business workforce services to support the Expanding Flexible Apprenticeship in California (EFAC) project.

Approved services and deliverables include:

- Consult with the SBWIB staff on the EFAC project framework, goals and timeline;
- Provide business outreach and engagement services to the SBWIB and its partners to help establish sustainable new apprenticeship and pre-apprenticeship programs, expand existing successful programs, and receive resources and support from the DOL ABA grant;
- Identify industry employers/associations related to the prioritized sectors, understand their employment needs, and help them establish apprenticeship pathways;
- Help develop and sustain apprenticeship programs, support discussions about pre-apprenticeship and/or registered apprenticeship;
- Engage at least 5-10 businesses and encourage them to hire new apprentices and/or enroll incumbent workers into apprenticeships;
- Perform other duties as requested by the SBWIB, Inc. Chief Executive Officer or his designee.

Tracking of expenses and Invoicing:

The Contractor is responsible for the tracking of all unduplicated work hours performed under this agreement and should not exceed \$750 per day. The Contractor will submit a formal invoice to the SBWIB, Inc. that includes a narrative and backup documentation such as a general ledger for expenses being claimed and examples of work that was performed. Invoice should reference the agreement number and must be submitted on or before the fifteenth (15) calendar day of the following month and will be payable within 30 days upon approval. Funding will be paid based on a reimbursement of allowable expenses.

Coordination of activities and submission of the above work shall be communicated to:

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250
310-970-7700 main office
310-213-5182
ccagle@sbwib.org

BUDGET



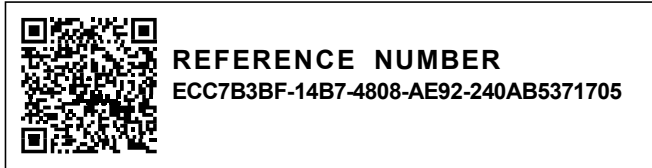
HWS HOUSING AND
WORKFORCE
SOLUTIONS
ENGAGE. ENCOURAGE. EQUIP.

South Bay WIB DOL ABA Grant

		FY2526
SALARIES & BENEFITS		Request
	WDC Development Manager (Approx. 188 Hours)	11,220
	Supv Development Specialist (Approx. 243 Hours)	11,280
TOTAL SALARIES & WAGES		22,500
ADMINISTRATIVE FEES		
	Administrative Fees (10%)	2,500
TOTAL ADMIN & OVERHEAD		2,500
GRAND TOTAL PROGAM COSTS		\$ 25,000

DOL ABA GRANT AGREEMENT

SIGNATURE CERTIFICATE



TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number ECC7B3BF-14B7-4808-AE92-240AB5371705	Document Name Riverside County Workforce Development Division 25-W124
Transaction Type Signature Request	Filename Riverside_County_Workforce_Development_Division_25-W124.pdf
Sent At 06/02/2025 01:45 PM EDT	Pages 18 pages
Executed At 06/02/2025 03:00 PM EDT	Content Type application/pdf
Identity Method email	File Size 410 KB
Distribution Method email	Original Checksum 345bff6b54068148a70be937ebb55df3bd6e71899f04a563b1216da696ae60a8
Signed Checksum 037266cc2e7aa7c38b03425118e167ee5d02cdb6a498dbab462e10f38eb25028	
Signer Sequencing Enabled	
Document Passcode Disabled	

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Jan Vogel	Status signed	Viewed At 06/02/2025 03:00 PM EDT
Email jvogel@sbwib.org	Multi-factor Digital Fingerprint Checksum b7b0b708ecf1d4a419592e52cb72edf10a63d7b40172482b6c48e4e2bc12ca73	Identity Authenticated At 06/02/2025 03:00 PM EDT
Signer Sequence 1	IP Address 72.34.111.252	Signed At 06/02/2025 03:00 PM EDT
Components 1	Device Microsoft Edge via Windows	
	Typed Signature 	
	Signature Reference ID 3317E0BC	
Name Laura Bischoff	Status signed	Viewed At 06/02/2025 02:15 PM EDT
Email lbischoff@sbwib.org	Multi-factor Digital Fingerprint Checksum b9d04b161534755c3d2b5e993a22c2ca0306c96a8c244ced05ceacb72a5e8ee4	Identity Authenticated At 06/02/2025 02:16 PM EDT
Signer Sequence 0	IP Address 72.34.111.252	Signed At 06/02/2025 02:16 PM EDT
Components 1	Device Chrome via Windows	

AUDITS

TIMESTAMP	AUDIT
06/02/2025 01:45 PM EDT	Vanessa Greenfield (vgreenfield@sbwib.org) created document 'Riverside_County_Workforce_Development_Division_25-W124.pdf' on Microsoft Edge via Windows from 72.34.111.252.
06/02/2025 01:45 PM EDT	Laura Bischoff (lbischoff@sbwib.org) was emailed a link to sign.
06/02/2025 02:15 PM EDT	Laura Bischoff (lbischoff@sbwib.org) viewed the document on Chrome via Windows from 72.34.111.252.
06/02/2025 02:16 PM EDT	Laura Bischoff (lbischoff@sbwib.org) authenticated via email on Chrome via Windows from 72.34.111.252.
06/02/2025 02:16 PM EDT	Laura Bischoff (lbischoff@sbwib.org) signed the document on Chrome via Windows from 72.34.111.252.
06/02/2025 02:16 PM EDT	Jan Vogel (jvogel@sbwib.org) was emailed a link to sign.
06/02/2025 02:53 PM EDT	Jan Vogel (jvogel@sbwib.org) viewed the document on Microsoft Edge via Windows from 72.34.111.252.
06/02/2025 03:00 PM EDT	Jan Vogel (jvogel@sbwib.org) viewed the document on Microsoft Edge via Windows from 72.34.111.252.
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U.S. DEPARTMENT OF LABOR
EMPLOYMENT AND TRAINING
ADMINISTRATION (DOL/ETA)

NOTICE OF
AWARD (NOA)

Under the authority of the *American Competitiveness and Workforce Improvement Act*, this grant or agreement is entered into between the above named *Grantor Agency* and the following named *Awardee*, for a project entitled - **APPRENTICESHIP BUILDING AMERICA (ABA) GRANT PROGRAM.**

Name of Awardee:
SOUTH BAY WORKFORCE INVESTMENT BOARD, INC.
11539 HAWTHORNE BLVD. SUITE 500
HAWTHORNE, CALIFORNIA 90250-2353

Federal Award Id. No. (FAIN): AP-38900-22-60-A-6
CFDA #: 17.285- Apprenticeship USA Grants
Amount: \$5,820,000.00
EIN: 010611872
DUNS #:
UEI #: EJAYXNV78KM5

Accounting Code: 1630-2022-0501742223BD202201740024225AP001A0000AATELSAATELS-A90600-410023-ETA-DEFAULT TASK-

The Period of Performance shall be from **July 01, 2022 thru June 30, 2026.**
Total Government's Financial Obligation is **\$5,820,000.00** (unless otherwise amended).

Payments will be made under the Payments Management System, and can be automatically drawn down by the awardee on an as needed basis covering a forty-eight (48) hour period.
In performing its responsibilities under this grant agreement, the awardee hereby certifies and assures that it will fully comply with all applicable Statute(s), and the following regulations and cost principles, including any subsequent amendments:

Uniform Administrative Requirements, Cost Principles, and Audit Requirements:

2 CFR Part 200; Uniform Administrative Requirements, Cost Principles, and Audit Requirements; Final Rule
2 CFR Part 2900; DOL Exceptions to 2 CFR Part 200;

Other Requirements (Included within this NOA):

Condition(s) of Award (if applicable)
Federal Award Terms, including attachments

Contact Information

The Federal Project Officer (FPO) assigned to this grant is Region 6. Region 6 will serve as your first line point of contact and can be contacted via e-mail - ro6-ra-sf@dol.gov. If your FPO is not available, please call your Regional Office at 415-625-7900 for assistance.

The awardee's signature below certifies full compliance with all terms and conditions as well as all applicable Statutes(s), grant regulations, guidance, and certifications.

Signature of Approving Official - **AWARDEE**

Signature of Approving Official - **DOL / ETA**

See SF-424 for Signature

No Additional Signature Required



BRINDA RUGGLES, August 18, 2022
Grant Officer

Apprenticeship Building America (ABA)

Apprenticeship Building America (ABA) South Bay Workforce Investment Board, Inc.

Conditions of Award

AP-38900-22-60-A-6

As part of the Condition(s) of Award to receiving the Apprenticeship Building America (ABA) Grant, the U.S. Department of Labor (DOL), Employment and Training Administration (ETA) has identified the following area(s) that require further clarification and/or modification.

Please note that a submittal of the required document(s) does not constitute approval by DOL/ETA. A grant modification will need to be submitted and final approval must be given by the Grant Officer (GO). Your Federal Project Officer (FPO) will review the documentation and then submit it to the GO for formal approval as a modification to the grant agreement. Once approved, the revised document(s) will comprise the official modification to this grant agreement and the special conditions will be resolved. Any questions related to the below items must be submitted to your FPO.

A response to this request for clarification and modification must be submitted to your FPO within 90 days of receipt of this grant award package.

Condition 1 – Update Grant Documents to Reflect Reduced Funding Amount

In order for the total funds awarded under this funding opportunity to correspond to the total funds available, we have reduced your award. See the corrected SF-424 in this award package for the new federal award amount. Please revise the following documents as necessary:

- SF-424A Budget Information Form
- Budget Narrative
- Project Narrative

The revisions should include reductions in the activities and/or deliverables in your Statement of Work that are commensurate with the reduction in grant funds.

Please submit these revised documents, along with a cover letter signed by your authorized representative, to your Federal Project Officer (FPO) requesting a modification that includes and update to the Statement of Work and a Budget Realignment.

Condition 2 – Budget (Employer Incentives)

In accordance with the Funding Opportunity Announcement, up to 10% of grant funds may be used to provide one-time “incentive” funds to new employers, joint labor

Apprenticeship Building America (ABA)

management organizations, or industry associations (or other partners included in a multiemployer partnership) to directly fund new or expand existing RAPs in targeted industries in which they are serving. The Budget Narrative submitted seems to include these costs; however, from the information provided, **it is not clear** if the budget exceeds this limitation.

- The Budget Narrative lists Employer Incentives not to exceed 20%. In accordance with the Funding Opportunity Announcement, only up to 10% of grant funds may be used.

Please submit a revised Budget Narrative which clearly delineates the costs for employer incentives to your Federal Project Officer (FPO) within 30 days from the date of award.

PROGRAM COMPLIANCE NOTIFICATION LETTER

APPRENTICESHIP BUILDING AMERICA

(FOA-ETA-22-06)

Dear Apprenticeship Building America (ABA) Grantee:

Congratulations on your award! You are receiving this Program Compliance Notification Letter, which outlines the programmatic compliance requirements for your **Apprenticeship Building America Grant (FOA-ETA-22-06)** also referred to as “**ABA**”. This notification letter does not include individual programmatic findings from your grant. This letter identifies performance measure outcomes compliance items to be addressed (if applicable), serves as notification of programmatic compliance requirements, and directs grantees on how to ensure adherence to these requirements. As outlined in the grant agreement, the signature of the Authorized Representative on the SF-424 confirms your organization’s acceptance and acknowledgment of programmatic compliance requirements.

This Program Compliance Notification Letter provides information on the following:

- Key required activities grantees must ensure are incorporated into their grant;
- Key activities or costs that are not allowable;
- Performance measure outcome compliance items to be addressed, if applicable;
- Links to existing grantee guidance (such as FAQs, Funding Opportunity Announcement, and administrative/financial trainings); and
- Grantee guidance on performance expectations and reporting mechanisms.

Key Compliance Items of Note

The below list includes key items to note for programmatic compliance. This list is not exhaustive and grantees should refer to the table included below for references to a complete list of programmatic compliance requirements.

- **ABA** is a new award without specific ties to previous awards, other than the overarching goal of expanding apprenticeship inherent within all apprenticeship grants. This grant may have similar activities, but these must be distinct, both financially and programmatically, from other grants. Guidance may be similar to other grants, but should not be construed as automatically applicable to your grant. All grant program and financial personnel should read the entire grant agreement upon award.
- **Grants funds can only be used to support Registered Apprenticeship Programs (RAPs) and quality pre-apprenticeship programs that lead to RAPs.** Funding for this opportunity comes from the Consolidated Appropriations, 2021, Public Law 116-260, Division H, Title I. This appropriation allows the Department to award funds to “expand opportunities through RAPs only registered under the

National Apprenticeship Act." This means recipients must spend these funds on activities that will create or assist in the creation of RAPs. This program will support the development of new, or the expansion of existing, RAPs, as described in 29 CFR Parts 29 and 30. Under the ABA grantees may not spend funds on Industry-Recognized Apprenticeship Programs (IRAPs).

Further, pre-apprenticeship programs funded through this grant must directly lead to RAPs during the grant period of performance. Pre-apprenticeship programs funded under this grant should ensure that the skills and competencies being developed align with industry needs. It is allowable and encouraged for pre-apprentice completers to receive grant-funded services in a RAP so they may be a grant participant.

- **Individuals served must be at least 16 years of age who are not already enrolled in a RAP at the time of initial grant service.**
- **Registered Apprenticeship Programs and Quality Framework for Pre-Apprenticeship Programs.** RAPs and pre-apprenticeships leading to RAP enrollment that are funded and developed under this grant program must align with the requirements outlined below. Requirements are provided under "Program Design/Allowable Activities" on pages 6-10 of the FOA.
- **Funding Requirements:** Grantees that receive ABA grant funds must ensure their grants include activities that address ABA program goals for the particular category they are funded. In addition, all grantees will propose projects that include the following activities:
 - Launch and/or expand RAPS, increase RAP opportunities for youth, and/or pre-apprenticeship programs that lead to RAP enrollment;
 - Engage industries and support ongoing relationships;
 - Promote and conduct outreach activities;
 - Actively identify and collaborate with a broad range of partners;
 - Engage underrepresented populations and underserved communities;
 - Leverage resources;
 - Utilize data-informed decision making;
 - Align and connect policies and initiatives across workforce development, economic development, education and other systems to improve grant outcomes and create longer-term conditions for success; and
 - Incorporate the cross-cutting principles of Equity, Job Quality, Support for High Quality, Sustainable Programs, Evidence-Based Approaches, and New Opportunities for Innovation, Engagement, and Ease of Access.

Please refer to Section I.A. of the FOA for a detailed list of allowable activities.

- **Equity Partnerships and/or Pre-apprenticeship Activities Optional Funding Requirements:** Grantees awarded funding under the Equity Partnerships and/or Pre-apprenticeship activities that result in RAPs set-aside must ensure their grants satisfy the criteria as identified in Section II.A of the FOA.
- **Use of Grant Funds for Supportive Services:** Grantees may use up to 20 percent of total grant funds to provide supportive services to individuals who are participating in education and training activities provided through the grant. Under this grant program, supportive services for training participants

include, but are not limited to, services such as transportation, childcare, dependent care, counseling, housing, and other needs-related payments that are necessary to enable an individual to participate in education and training activities funded through this grant. Grantees may provide supportive services in various ways, including providing the supportive service itself (e.g., childcare); providing participants with a voucher for the service (e.g., public transportation cards or tokens); or providing a stipend directly to the participant.

Where stipends for supportive services are provided, the stipend amount must be for costs of a specific supportive service (e.g., childcare), rather than simply based on an unidentified need. For the purposes of this FOA, grantees may use grant funds up to the percentage specified above, to provide supportive services only to individuals who are participating in education and training activities provided through the grant, and only when: (1) they are unable to obtain such services through other programs; and (2) such services are necessary to enable individuals to participate in education and training activities under the grant.

Performance Reporting Requirements: Grantees are required to adhere to OMB-approved performance reporting requirements. This includes submitting a Quarterly Progress Report containing updates on the implementation and progress specified in the grant's Statement of Work and the status of grant program outcomes for all participants that receive grant-funded services. Performance reporting for these grants aligns with the DOL-Only Performance Accountability Information and Reporting System (OMB Control No. 1205-0521) information collection request, specifically the requirements identified for apprenticeship grants data reporting into the Workforce Integrated Performance System (WIPS). As part of quarterly performance reporting, DOL requires grant recipients to conduct data validation to ensure the validity of data submitted to DOL (see TEG-23-19 https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=9155).

In order to submit these quarterly reports, the grantee will be expected to track and report on certain participant-level data to ETA, including Social Security Numbers (SSNs), on all individuals who are provided grant-funded services. The SSN information allows ETA to efficiently match employment data from state unemployment insurance and other wage records. Thus, the collection of participant SSNs lessens the burden on grantees in tracking exit-based employment measures (WIOA Primary Indicators of Performance), while permitting consistent and reliable outcome information to be produced regarding the program.

Each grantee is accountable for reaching their proposed performance targets for the performance outcome measures specified in the FOA. Failure to meet those outcomes may result in technical assistance or other intervention by ETA, and may also have a significant impact on decisions about future grants with ETA.

- **Case Management System:** In addition to appropriate financial management tracking systems to provide accurate financial tracking and reporting, grantees are expected to have their own case management or management information system to utilize for grant participant enrollment, onboarding and tracking during the period of performance, which allows for a .csv file export and upload into the Department's Workforce Integrated Performance Reporting System (WIPS) data files. Before the first reporting due date, grantees must have a WIPS account ready. The WIPS Technical Assistance page, https://www.doleta.gov/performance/wips/WIPS_Technical_Assistance_Request.cfm, will allow you to submit a request to create an account for new WIPS users and to add Apprenticeship to current

WIPS accounts. The Program Office will also review this information in the first performance webinar.

- **National Evaluation Participation:** As a condition of grant award, grantees are required to participate in a national evaluation, if undertaken by DOL. The evaluation may include an implementation assessment across grantees, an impact and/or outcomes analysis of all or selected sites within or across grantees, and a benefit/cost analysis or assessment of return on investment. Conducting an impact analysis could involve random assignment (which involves random assignment of eligible participants into a treatment group that would receive program services or enhanced program services, or into control group(s) that would receive no program services or program services that are not enhanced). See Section VI.B.4.a. of the FOA for more information.

REFERENCES

Consolidated Compliance References	Resource Link	Overview/ Description
FOA-ETA-22-06	https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/ABA_FOA-ETA-22-06.pdf https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/ABA_FOA-ETA-22-06_Amendment%20One.pdf	The Funding Opportunity Announcement for the ABA grant and Amendment One to the ABA FOA
Registered Apprenticeship and Pre-Apprenticeship Definitions	https://www.ecfr.gov/current/title-29/subtitle-A/part-29 https://wdr.doleta.gov/directives/attach/TEN/TEN_13-12.pdf	<p>29 C.F.R. § 29 outlines the elements of a registered apprenticeship program.</p> <p>TEN 13-12 details the elements of a quality pre-apprenticeship program.</p>
Frequently Asked Questions for FOA ETA 22-06	https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/Apprenticeship%20Building%20America%20FAQ's_Updated.pdf	The Department has posted updated ABA FOA FAQs online.
Grantee Handbook	https://www.doleta.gov/grants/award_management.cfm	The Grantee Handbook provides guidance on the management of grants throughout the life cycle. Transmitted with the grant agreement to every grantee Authorized Representative and Point of Contact identified on the SF-424.

<p>2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards</p>	<p>https://www.gpo.gov/fdsys/granule/CFR-2014-title2-vol1/CFR-2014-title2-vol1-part200/content-detail.html</p>	<p>Also known as the Uniform Guidance (UG), this is the consolidation of grant management requirements formerly contained in several OMB circulars. The Uniform Guidance encapsulates Federal grant management requirements governing administrative requirements, cost principles, and audit requirements. All grantee personnel should be familiar with the Uniform Guidance</p>
<p>2 CFR 2900 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards:</p>	<p>https://www.gpo.gov/fdsys/granule/CFR-2016-title2-vol1/CFR-2016-title2-vol1-part2900</p> <p>Additional information on the Uniform Guidance can be found at: https://www.doleta.gov/grants/UniformGuidance.cfm.</p>	<p>The Department of Labor's adoption of the Uniform Guidance includes a limited number of exceptions approved by OMB to ensure consistency with existing policy and procedures. Where present, the DOL exceptions take precedence over the general UG. Note, that if the prime grantee elects to utilize sub-awards all UG requirements applicable to the prime grant apply in addition to any others applicable to the sub-award.</p>
<p>Performance Reporting</p>	<p>https://ase.workforcegps.org/Performance-Reporting</p>	<p>Apprenticeship Performance and Reporting Resources</p>

Performance Reporting (continued)	https://www.dol.gov/agencies/eta/performance/wips	Workforce Integrated Performance System (WIPS)
Financial Reporting	TEGL 2-16 https://grantsapplicationandmanagement.workforcegps.org/-/media/Communities/grantsapplicationandmanagement/Files/PPT-and-Attachments/TEGL_2-16_acc.ashx	Revised ETA-9130 Financial Report, Instructions, and Additional Guidance. These grants will utilize the BASIC 9130 form.
	https://doleta.gov/grants/award_management.cfm	OGM Financial Links. Provides access to the financial reporting system, and payment management system (PMS) for learning opportunities.

Please work with your Federal Project Officer (FPO) to resolve any compliance items or questions related to this Program Compliance Notification Letter.

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1. Order of Precedence

In the event of any inconsistency between the terms and conditions of this Notice of Award (NOA) and other requirements, the following order of precedence shall apply:

- I. National Apprenticeship Act.
- II. Other applicable Federal statutes.
- III. Consolidated Appropriations Act 2021 (Public Law 116-260) dated December 27, 2020.
- IV. Implementing Regulations.
- V. Executive Orders and Presidential Memoranda.
- VI. The Office of Management and Budget (OMB) Guidance, including the Uniform Guidance at 2 CFR 200 and 2900.
- VII. The U.S. Department of Labor (DOL)/Employment and Training Administration (ETA) Directives.
- VIII. Terms and conditions of this award.

2. Notice of Award

The funds shall be obligated and allocated via a NOA grant modification. These obligations and expenditures may not exceed the amount awarded by the NOA modification unless otherwise modified by the ETA.

3. Funding Opportunity Announcement

The Funding Opportunity Announcement (FOA) at https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/ABA_FOA-ETA-22-06.pdf and Amendment One at https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/ABA_FOA-ETA-22-06_Amendment%20One.pdf are hereby incorporated into this NOA. Award recipients are bound by the authorizations, restrictions, and requirements contained in the FOA. Therefore, the expenditure of grant funds by the award recipient certifies that your organization has read and will comply with all the parts that are contained in the NOA.

4. Federal Project Officer

The DOL/ETA Federal Project Officer (FPO) for this award is:

Name: Elina Mnatsakanova

Telephone: 415-625-7964

E-mail: mnatsakanova.elina@dol.gov

The FPO is not authorized to change any of the terms or conditions of the award, or approve prior approval requests. Any changes to the terms or conditions or prior approvals must be approved by the Grant Officer through the use of a formally executed award modification process.

5. Indirect Cost Rate and Cost Allocation Plan

Indirect (facilities & administrative (F&A)) costs means those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. Direct costs, by contrast, can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Identification with the Federal award rather than the nature of the goods and services involved is the determining factor in distinguishing direct from indirect (F&A) costs of Federal awards.

If the DOL serves as the Federal Cognizant Agency (FCA) for the grant award recipient, then the grant recipient must work with DOL's Cost & Price Determination Division (CPDD), which has delegated authority to negotiate and issue a Negotiated Indirect Cost Rate Agreement (NICRA) or Cost Allocation Plan (CAP) on behalf of the Federal Government. More information about the DOL's CPDD is available at <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division>. This website has guidelines to develop indirect cost rates, links to the applicable cost principles, and contact information. The CPDD also has Frequently Asked Questions to provide general information about the indirect cost rate approval process and due dates for provisional and final indirect cost rate proposals at <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division/faq>.

If a new NICRA is issued during the grant's period of performance, it must be provided to DOL within 30 days of issuance. Funds may be re-budgeted as necessary between direct cost categories as long as it is consistent with the Budget Flexibility term within this agreement, grant requirements, and DOL regulations on prior approval. However, the total amount of the grant award will not be increased.

- A. A federally approved NICRA or federally approved CAP covering a portion of the grant period of performance is attached.
Regarding only the NICRA:
- (1) Indirect Rate approved: 17.5%
 - (2) Type of Indirect Cost Rate: Provisional
 - (3) Allocation Distribution Base: See attached
 - (4) Current beginning and ending period applicable to rate: See Attached

Estimated Indirect Costs are shown on the SF-424A budget form.

- B. (1) _____ The provided NICRA or CAP approved by the FCA does not cover a portion of the period of performance, or
- (2) _____ Indirect costs are being claimed on the SF-424A, however an indirect cost rate proposal or CAP has not yet been submitted for approval to the FCA.

URGENT NOTICE: Estimated indirect costs have been specified on the SF-424A, Section B, Object Class Category “j”, N/A will be released to support the indirect costs in the absence of a NICRA or CAP approved by the FCA. The remaining funds which have been awarded for Indirect Costs are restricted and may not be used for any purpose until the recipient provides a signed copy of the NICRA or CAP and receive documentation stating that the restriction is lifted by the Grant Officer. Upon receipt of the NICRA or CAP, the Grant Officer will issue a grant modification to the award to remove the restriction on those funds.

As the grant award recipient, the grant recipient must submit an indirect cost rate proposal or CAP. If the FCA for indirect costs is DOL, these documents should be submitted to the DOL’s Cost & Price Determination Division (CPDD) (see <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division>). Otherwise, they should be submitted to the grant award recipient’s FCA. Alternatively, the grant recipient may request the de minimis rate if eligible (see section D. below). In addition, the recipient must notify the FPO that the documents have been submitted to the appropriate FCA.

If the grant recipient does not submit a NICRA proposal within 90 days of award, they will be limited to the de minimis rate of 10% of Modified Total Direct Costs (MTDC). See section D. below for more details and definitions.

- C. The grant award recipient elected to exclude indirect costs from the proposed budget. Please be aware that incurred indirect costs (such as top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are indirect costs. Only direct costs, as defined by the applicable cost principles, will be charged. According to 2 CFR 200.412, if indirect costs are misclassified as direct costs, such costs may become disallowed through an audit.

- D. The grant award recipient does not have a current negotiated (including provisional) rate and may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely. A governmental department or agency unit that receives more than \$35 million in direct Federal funding must submit its indirect cost rate proposal to its cognizant agency for indirect costs and cannot request a de minimis rate. This methodology must be used consistently for all Federal grant awards until such time as the grant award recipient chooses to negotiate for an indirect cost rate, which the grant recipient may apply to do at any time. See 2 CFR 200.414(f) for more information on use of the de minimis rate. Please be aware that incurred indirect type costs (such as top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are recovered as part of charging the de minimis rate.

6. Approved Statement of Work

This project's narrative is the approved SOW. It has been included as Attachment D. If there is any inconsistency between the project narrative and the program statute, appropriation, regulations, Executive Orders, Uniform Guidance, and DOL/ETA directives, the order of precedence (as described in Section 1. above) will prevail.

7. Approved Budget

The grant award recipient's budget documents are attached in this NOA. The documents are: 1) the SF-424, included as Attachment A; 2) the SF-424 A, included as Attachment B; and 3) the Budget Narrative, included as Attachment C. The grant award recipient must confirm that all costs are allowable, reasonable, necessary, and allocable before charging any expense. Pursuant to 2 CFR 2900.1, the approval of the budget as awarded does not constitute prior approval of those items specified in 2 CFR part 200 or as a part of the grant award as requiring prior approval. The Grant Officer is the only official with the authority to provide such approval.

Any changes to the budget that impact the Statement of Work (SOW) and agreed upon outcomes or deliverables will require a request for modification and prior approval from the Grant Officer.

If the period of performance will include multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance terms and conditions of the Federal award.

8. Return of Funds

DOL/ETA does not accept paper checks for any type of returned funds. For active grants, all returns of funds are to be submitted electronically through the PMS operated by the U.S. Department of Health and Human Services (HHS) via the same method as a drawdown. For grants that have been cancelled or are expired (typically older than five years), incoming payments, including returns and recoveries to DOL, must be made via the Pay.gov website (<https://www.pay.gov/public/form/start/177233981>).

If there are questions regarding the return of funds or your organization no longer has access to PMS, contact the DOL, ETA, Office of Financial Administration via email at: ETA-ARteam@dol.gov for further assistance.

9. Evaluation, Data, and Implementation

As the grant award recipient, the grant recipient must cooperate during the implementation of a third-party evaluation. This means providing DOL or its authorized contractor with the appropriate data and access to program operating personnel and participants in a timely manner.

a. Single Audit Submission Deadline Extension Related to COVID-19

In [OMB Memorandum M-20-17](#), OMB offered an extension of Single Audit submission deadlines for fiscal years ending June 30, 2020 to allow recipients and subrecipients a responsible transition to normal operations. This flexibility was extended through December 31, 2020 by [OMB Memorandum 20-26](#).

In [OMB Memorandum M-21-20](#), Appendix 3, Item IX, OMB has offered an additional extension of Single Audit submission deadlines for fiscal years ending June 30, 2021. Award recipients and subrecipients that have not yet filed their single audits with the Federal Audit Clearinghouse as of March 19, 2021 that have fiscal year-ends through June 30, 2021 may delay the completion and submission of the Single Audit reporting package, as required under 2 CFR 200.501 (Audit Requirements), to six (6) months beyond the normal due date. This extension does not require individual recipients and subrecipients to seek approval for the extension by the cognizant or oversight agency for audit; however, recipients and subrecipients should maintain documentation of the reason for the delayed filing.

b. Budget Flexibility

Grant recipients are not permitted to make transfers that would cause any funds to be used for purposes other than those consistent with this Federal program. Any budget changes that impact the SOW and agreed upon outcomes or deliverables require a request for modification and approval from the Grant Officer.

As directed in 2 CFR 200.308(e), for programs where the Federal share is over the Simplified Acquisition Threshold (SAT) (currently \$250,000), the transfer of funds among direct cost categories or programs, functions, and activities is restricted such that if the cumulative amount of such transfers exceeds or is expected to exceed 10% of the total budget as last approved by the Federal awarding agency, the recipient must receive prior approval from the Grant Officer. Any changes within a specific cost category on the SF424(a) do not require a grant modification unless the change results in a cumulative transfer among direct cost categories exceeding 10% of total budget. It is recommended that the assigned FPO review any within-line changes to the grant award recipient's budget prior to implementation to ensure they do not require a modification.

For programs where the Federal share of the project is below the SAT of \$250,000, recipients are not required to obtain the Grant Officer's approval when transferring funds among direct cost categories.

c. Consultants

For the purposes of this grant award, the ETA's Grant Officer has determined that fees paid to a consultant who provides services under a program shall be limited to \$750.00 a day (representing an eight-hour workday). Such costs must be reasonable, allocable and allowable to the program. Any fees paid in excess of this amount cannot be paid without prior approval from the Grant Officer.

d. Travel

This award waives the prior approval requirement for domestic travel as contained in 2 CFR 200.475. For domestic travel to be an allowable cost, it must be necessary, allowable, reasonable, allocable and conform to the non-Federal entity's written policies and procedures. All travel must also comply with Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a U.S. Flag air carrier if service provided by such carrier is available.

Foreign travel is not allowable except with prior written approval from the Grant Officer through the process described in 2 CFR 200.407 and 2 CFR 2900.16. All travel, both domestic and Grant Officer approved foreign travel, must comply with the Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a U.S. Flag air carrier if service provided by such carrier is available.

e. Travel – Mileage Reimbursement Rates

Pursuant to 2 CFR 200.475(a), all award recipients must have policies and procedures in place related to travel costs; however, for reimbursement on a mileage basis, this Federal grant award cannot be charged more than the maximum allowable mileage reimbursement rates for Federal employees. Mileage rates must be checked annually at www.gsa.gov/mileage to ensure compliance.

10. Administrative Requirements

a. Audits

Organization-wide or program-specific audits must be performed in accordance with Subpart F, the Audit Requirements of the Uniform Guidance. DOL awards recipients that expend \$750,000 or more in a year from any Federal awards must have an audit conducted for that year in accordance with the requirements contained in 2 CFR 200.501. OMB's approved exception at 2 CFR 2900.2 expands the definition of 'non-Federal entity' to include for-profit entities and foreign entities. As such, for-profit and foreign entities that are recipients/subrecipients of a DOL award must adhere to the Uniform Guidance at 2 CFR 200, including Subpart F. Audits of direct award recipients that are for-profit and foreign entities must be submitted directly to: USDOL ETA-OGM, Attn: Audit Resolution, 200 Constitution Ave NW, Room N4716, Washington, DC 20210. All other audit reports are submitted through the Federal Audit Clearinghouse.

b. Revisions to the Uniform Guidance

The Office of Management and Budget issued revisions to 2 CFR parts 25, 170, 183, and 200 (the Uniform Guidance) on August 13, 2020 and February 22, 2021 (technical correction). These revisions became effective November 12, 2020, except for the amendments to §§ 200.216 and 200.340, which were immediately effective on August 13, 2020. The grant award recipient must operate in compliance with these revised regulations. Please note that the section numbering in the Uniform Guidance has

changed in some instances, and this Terms & Conditions document has been updated accordingly.

c. Closeout/Final Year Requirements

At the end of the grant period, the award recipient will be required to close the grant with the ETA. The grant recipient will be notified approximately 15 days prior to the end of the period of performance that the closeout process will begin when the period of performance ends. See <https://www.dol.gov/agencies/eta/grants/management/closeout> for further information on the closeout process. The recipient's responsibilities at closeout may be found at 2 CFR 200.344. During the closeout process, the grant recipient must be able to provide documentation for all direct and indirect costs that are incurred. For instance, if an organization is claiming indirect costs, the required documentation is a NICRA or CAP issued by the grant recipient's FCA. For those approved to utilize a de minimis rate for indirect costs, the grant agreement is sufficient documentation. Not having documentation for direct or indirect costs will result in costs being disallowed and subject to debt collection.

The only liquidation that can occur during closeout is the liquidation of accrued expenditures (NOT obligations) for goods and/or services received during the grant period (2 CFR 2900.15).

d. Equipment

The grant award recipient(s) must receive **prior approval** from the Grant Officer to purchase any equipment as defined in the Uniform Guidance at 2 CFR 200.1. Prior approval is required only when the acquisition cost is \$5,000 or more regardless of the non-Federal entity's capitalization threshold. Equipment purchases must be made in accordance with 2 CFR 200.313 or 2 CFR 200.439.

Being awarded this grant **does not** automatically mean that the equipment specified in the approved budget or SOW is approved by the Grant Officer. If not specified above, the recipient must submit a detailed list describing the purchase to the FPO for review within 90 days of the NOA date. The recipients are strongly encouraged to submit requests for equipment purchase as early as possible in the grant's period of performance with as many planned pieces of equipment as possible.

Recipients may not purchase equipment during the last year of the period of performance or the last year of full program service delivery (not follow up activities), whichever comes first. If any approved acquisition has not occurred prior to the last funded year of performance, approval for that item is rescinded.

e. Federal Funding Accountability and Transparency Act (FFATA)

1. Reporting of first-tier subawards.
 - I. *Applicability.* Unless the grant award recipient is exempt as provided in paragraph [4.] of this award term, the grant recipient must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to an non-

Federal entity or Federal agency (see definitions in paragraph [5.] of this award term).

- II. *Where and when to report.*
 - I. The Federal entity or Federal agency must report each obligating action described in paragraph [1.i.] of this award term to <https://www.fsrc.gov>.
 - II. For subaward information, the recipient must report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
 - III. *What to report.* The grant award recipient must report the information about each obligating action that the submission instructions posted at <https://www.fsrc.gov> specify.
2. Reporting total compensation of recipient executives for non-Federal entities.
 - I. *Applicability and what to report.* The grant award recipient must report total compensation for each of their five most highly compensated executives for the preceding completed fiscal year, if—
 - I. the total Federal funding authorized to date under this Federal award is equals or exceeds \$30,000 as defined in 2 CFR 170.320;
 - II. in the preceding fiscal year, the grant recipient received—
 - (A) 80% or more of the annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - III. The public does not have access to information on the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission (SEC) total compensation filings at <https://www.sec.gov/answers/excomp.htm>.)
 - II. *Where and when to report.* The grant award recipient must report executive total compensation described in paragraph [2.a.] of this award term:
 - a. As part of your registration profile at <http://www.sam.gov>.
 - b. By the end of the month following the month in which this award is made, and annually thereafter.
3. Reporting of Total Compensation of Subrecipient Executives.
 - I. *Applicability and what to report.* Unless the grant recipient is exempt as provided in paragraph [4.]of this award term, for each first-tier non-Federal entity subrecipient under this award, the grant award recipient shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—

- I. in the subrecipient's preceding fiscal year, the subrecipient received—
 - (A) 80% or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - II. The public does not have access to information on the compensation of the executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the SEC total compensation filings at <https://www.sec.gov/answers/execomp.htm>.)
- II. *Where and when to report.* The grant award recipient must report subrecipient executive total compensation described in paragraph [3.a] of this award term:
- I. To the recipient.
 - II. By the end of the month following the month during which the grant recipient make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), the grant recipient must report any required compensation information of the subrecipient by November 30 of that year.
4. Exemptions.
- If, in the previous tax year, the grant award recipient had gross income, from all sources, under \$300,000, the grant recipient is exempt from the requirements to report:
- a. Subawards, and
 - b. The total compensation of the five most highly compensated executives of any subrecipient.
5. Definitions.
- For purposes of this award term:
- a. *Federal Agency* means a Federal agency as defined at 5 U.S.C. 551(1) and further clarified by 5 U.S.C. 552(f).
 - b. *Non-Federal Entity* means all of the following, as defined in 2 CFR part 25:
 - I. A Governmental organization, which is a State, local government, or Indian tribe;
 - II. A foreign public entity;
 - III. A domestic or foreign nonprofit organization; and
 - IV. A domestic or foreign for-profit organization.
 - c. *Executive* means officers, managing partners, or any other employees in management positions.
 - d. *Subaward*:
 - I. This term is used as a legal instrument to provide support for the performance of any portion of the substantive project or program for

- which the grant recipient received this award and that the grant recipient as the recipient award to an eligible subrecipient.
- II. The term does not include the grant award recipient procurement of property and services needed to carry out the project or program (for further explanation, see [2 CFR 200.330]).
 - III. A subaward may be provided through any legal agreement, including an agreement that the grant recipient or a subrecipient considers a contract.
- e. *Subrecipient* means a non-Federal entity or Federal agency that:
- I. Receives a subaward from the grant award recipient under this award; and
 - II. Is accountable to the grant recipient for the use of the Federal funds provided by the subaward.
- f. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
- I. *Salary and bonus.*
 - II. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - III. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - IV. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
 - V. *Above-market earnings on deferred compensation which is not tax-qualified.*
 - VI. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

f. Monitoring, Technical Assistance, and Additional Specific Conditions of Award

All grant recipients, including states and territories managing the Unemployment Insurance programs, are subject to 2 CFR 200.208, *Specific conditions*, which indicates that the Federal awarding agency may adjust specific award conditions as needed. A specific condition is based on an analysis of the following factors:

- (1) Based on the criteria in §200.206, *Federal awarding agency review of risk posed by applicants*;
- (2) The applicant or recipient's history of compliance with the general or specific terms and conditions of a Federal award;

(3) The applicant or recipient's ability to meet expected performance goals as described in §200.211; or

(4) A responsibility determination of an applicant or recipient.

Additional Federal award conditions may include items such as the following:

(1) Requiring payments as reimbursements rather than advance payments;

(2) Withholding authority to proceed to the next phase until receipt of evidence of acceptable performance within a given performance period;

(3) Requiring additional, more detailed financial reports;

(4) Requiring additional project monitoring;

(5) Requiring the non-Federal entity to obtain technical or management assistance; or

(6) Establishing additional prior approvals.

Grant recipients may be required to obtain technical or management assistance through an established provider/contractor that has been selected or hired by DOL that may include in-person or remote assistance.

g. Personally Identifiable Information

The grant award recipient(s) must recognize and safeguard Personally Identifiable Information (PII) except where disclosure is allowed by prior written approval of the Grant Officer or by court order. Award recipients must meet the requirements in TEGL No. 39-11, Guidance on the Handling and Protection of PII, can be found at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=7872.

h. Pre-Award

All costs incurred by the award recipient prior to the start date specified in the grant award issued by the Department are *incurred at the recipient's own expense*.

i. Procurement

The Procurement Standards found in the Uniform Guidance at 2 CFR 200.318-327 require all grant award recipients and subrecipients to conduct procurement transactions in a manner that promote practical, open, and free competition. The award recipient's description in the SOW of a specific entity that will provide goods or services does not constitute approval or justification of sole-source procurement from this entity.

The Uniform Guidance (at 2 CFR 200.317) requires States (as defined at 2 CFR 200.1) to follow the same procurement policies and procedures it uses for non-Federal funds. The

State must comply with 2 CFR 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by § 200.327.

The Uniform Guidance (2 CFR 200.317) require States (as defined at 2 CFR 200.1) to follow the same procurement policies and procedures it uses for non-Federal funds. The state must comply with 2 CFR 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by § 200.327. The grant award recipient(s) must also follow the requirements regarding the competitive selection of One-Stop Operators at WIOA Sections 121(d) and 123.

j. Program Income

The Addition method as described in 2 CFR 200.307 must be used in allocating any program income generated for this grant award. The grant award recipient must expend all program income prior to drawing down any additional funds as required at 2 CFR 200.305(b)(5) and 2 CFR 200.307(e). Any program income found remaining at the end of period of performance must be returned to ETA. In addition, the grant award recipient(s) must report program income on the quarterly financial report using the ETA-9130 report.

For the YouthBuild program, please refer to 20 CFR 688.590 for guidance on program income.

k. Recipient Integrity and Performance Matters

1. If the total value of the currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the grant award recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in Paragraph 2 of this award term and condition. This is a statutory requirement under Section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by Section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.
2. Proceedings about which the grant recipient must report. Submit the information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent 5-year period; and
 - c. Is one of the following:
 - I. A criminal proceeding that resulted in a conviction, as defined in Paragraph 5. of this award term;

- II. A civil proceeding that resulted in a finding of fault and liability and paying a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - III. An administrative proceeding, as defined in Paragraph 5. of this award term, that resulted in a finding of fault and liability and grant recipient payment of either monetary fine or penalty of \$5,000 or more or a reimbursement, restitution, or damages in excess of \$100,000; or
 - IV. Any other criminal, civil, or administrative proceeding if:
 - (A) It could have led to an outcome described in Paragraph 2.c.I, II, or III of this award term;
 - (B) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the grant recipient's part; and
 - (C) The requirement in this award term to disclose information about the proceeding does not conflict with applicable laws and regulations.
3. Reporting procedures. Enter in SAM, Entity Management area (formerly CCR), or any successor system, the FAPIIS information that SAM requires about each proceeding described in Paragraph 2. of this award term. The grant award recipient does not need to submit the information a second time under assistance awards that were received if the recipient already provided the information through SAM (formerly CCR) because the recipient was required to do so under Federal procurement contracts that the recipient was awarded.
4. Reporting frequency. During any period of time when the grant award recipient is a subject to the requirement in paragraph 1. of this award term, the grant recipient must report FAPIIS information through SAM no less frequently than semiannually following the initial report of any proceedings for the most recent 5-year period, either to report new information about any proceeding(s) that the grant recipient has not reported previously or affirm that there is no new information to report.
5. Definitions. For purposes of this award term:
- a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., SEC Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level. It does not include audits, site visits, corrective plans, or inspection of deliverables.
 - b. Conviction, for purposes of this award term, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
 - c. Total value of currently active grants, cooperative agreements, and procurement contracts includes —
 - i. Only the Federal share of the funding under any award with a recipient cost share or match; and
 - ii. The value of all options, even if not yet exercised.

I. Reports

All ETA grant award recipients are required to submit quarterly financial and narrative progress reports for each grant award.

- a. **Quarterly Financial Reports.** All ETA grant award recipients are required to report financial data on the ETA-9130 Financial Report. ETA-9130 reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31. A final financial report must be submitted no later than 45 calendar days after the quarter encompassing the grant award end date ends, or 45 calendar days after the completion of the quarter in which all funds have been expended, whichever comes first. For grants awarded before November 12, 2020, a closeout ETA-9130 report must be submitted no later than 90 calendar days after the grant period of performance ends. For grants awarded after November 12, 2020, a closeout ETA-9130 report must be submitted no later than 120 calendar days after the grant period of performance ends. See 2 CFR 200.344. A closeout report will be submitted during the closeout process. For additional guidance on ETA's financial reporting, reference TEGl 20-19 and https://www.doleta.gov/grants/pdf/ETA-9130_Financial_Reporting_Resources.pdf

The instructions for accessing both the online financial reporting system and the HHS PMS can be found in the transmittal memo accompanying this NOA.

- b. **Quarterly Narrative Progress Reports.** Grant recipients are required to submit a narrative quarterly and final report on grant activities funded under this award. All reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31.
 1. The last quarterly progress report that award recipients submit will serve as the grant's Final Performance Report. This report should provide both *quarterly and cumulative* information on the grant's activities. It must summarize project activities, employment outcomes and other deliverables, and related results of the project.
 2. The grant award recipient shall use any standard forms and instructions to report on training and employment outcomes and other data relating to the progress reports as provided by ETA.
 3. The grant award recipient shall utilize standard reporting processes and electronic reporting systems to submit their quarterly progress reports as provided by ETA.

m. Requirements for Conference and Conference Space

Conferences sponsored in whole or in part by the grant award recipient are allowable if the conference is necessary and reasonable for the successful performance of the Federal Award. The grant award recipients are urged to use discretion and good judgment to ensure that all conference costs charged to the grant are appropriate and allowable. For more information on the requirements and the allowability of costs associated with conferences, refer to 2 CFR 200.432. Recipients will be held accountable to the requirements in 2 CFR 200.432. Therefore, costs that do not comply with 2 CFR 200.432 will be questioned and may be disallowed.

n. Subawards

A *subaward* means an award provided by a *Pass-Through Entity* (PTE) to a subrecipient for the subrecipient to carry out part of a Federal award received by the PTE. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the PTE considers a contract.

The provisions of the Terms and Conditions of this award will be applied to any subrecipient under this award. The recipient is responsible for monitoring the subrecipient, ensuring that the Terms and Conditions are in all subaward packages and that the subrecipient complies with all applicable regulations and the Terms and Conditions of this award (2 CFR 200.101(b)).

o. Supportive Services & Participant Support Costs

When supportive services are expressly authorized by a program statute, regulation, or FOA, this award waives the prior approval requirement for participant support costs as described in 2 CFR 200.456. Costs must still meet the basic considerations at 2 CFR 200.402 – 200.411. Questions regarding supportive services and participant support costs should be directed to the FPO who is assigned to the grant.

p. System for Award Management (SAM)

SAM is the official federal system that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of contract awards, grants, and electronic payment processes. A SAM registration is required for an entity to be able to apply for federal grants, to request modifications to existing grants, and to enable them to closeout expiring grants. See Training and Employment Notice (TEGL) 18-17 for additional guidance.

Unless the grant award recipient is exempt from this requirement under 2 CFR 25.110, the grant recipient must maintain current its information in the SAM. This includes information on the recipient's immediate and highest level owner and subsidiaries, as well as on all of the recipient's predecessors that have been awarded a Federal contract or Federal financial assistance within the last three years, if applicable, until the grant recipient submits the final financial report required under this Federal award or receive the final payment, whichever is later. This requires that the grant recipient review and

update the information at least annually after the initial registration, and more frequently if required by changes in its information or another Federal award term.

1. Unique Entity Identifier Requirements

If the grant award recipient is authorized to make subawards under this award, then the grant recipient:

- i. Must notify potential subrecipients that no entity (see definitions below) may receive a subaward from the grant award recipient until the entity has provided its unique entity identifier to the grant recipient.
- ii. May not make a subaward to an entity unless the entity has provided its Unique Entity Identifier to the grant recipient. Subrecipients are not required to obtain an active SAM registration, but must obtain a Unique Entity Identifier.

NOTE: At some point, the DUNS Number will be replaced by a new, non-proprietary identifier requested in and assigned by SAM.gov. This new identifier is being called the Unique Entity Identifier (UEI), or the Entity ID. Users should continue using the DUNS Number in UEI fields until further notice. To learn more about SAM's rollout of the UEI, please visit gsa.gov/entityid.

2. Definitions

For purposes of this term:

- i. SAM is the Federal repository where the grant award recipients must provide information required for the conduct of business as recipients. Additional information about registration procedures may be found at the SAM website (<http://www.sam.gov>).
- ii. *Unique entity identifier* means the identifier assigned by SAM to uniquely identify business entities.
- iii. *Entity*, as it is used in this grant award term, includes all of the following, as defined at 2 CFR Part 25, Appendix A:
 - a. A non-Federal entity as defined at 2 CFR 200.1 (A State, local government, Indian Tribe, Institute of Higher Education (IHE), or nonprofit organization that carries out a Federal award as a recipient or subrecipient);
 - b. A foreign organization;
 - c. A foreign public entity;
 - d. A domestic for-profit organization; and
 - e. A Federal agency.
- iv. *Subaward* means:

An award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

- v. *Subrecipient* means:

An entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a Federal award; but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

3. Existing SAM Registrants

ETA advises grant recipients registered in SAM to review their registration information, particularly their financial information and points of contact. Assistance is available by contacting the Federal Service Desk at www.fsd.gov. Grant recipients should contact ETA at ETAAccountingGrants@dol.gov if they find that payments have been paid to a bank account other than their registered bank account.

ETA further encourages grant recipients to review the expiration date of their SAM registration and begin the renewal process well in advance, to ensure that their registration remains valid. If the grant recipient has not logged in and updated its entity registration record within at least the past 365 days, its record will expire and go into inactive status. Timely renewal will ensure that the grant recipient can continue to request and receive modifications to their existing grants, as well as apply for new funding opportunities. Further, the DUNS and EIN numbers must remain active until the grant award closeout process is fully completed.

4. Validation

ETA routinely checks the validity of a grant recipient's SAM registration and verifies that the recipient isn't included on the excluded parties list before making a grant award, or approving a modification to an existing award. Failure to have an active SAM registration can delay grant recipients from receiving their initial award or requested modifications to their existing awards.

q. Vendor/Contractor

The term "contractor," sometimes referred to as a vendor, is a dealer, distributor, merchant or other seller providing goods or services that are required to implement a Federal program (see 2 CFR 200.1). These goods or services may be for an organization's own use or for the use of the beneficiaries of the Federal program. Additional guidance on distinguishing between a subrecipient and a contractor (vendor) is provided in 2 CFR 200.331. When procuring contractors for goods and services, DOL/ETA recipients and subrecipients, must follow the procurement requirements found at 2 CFR 200.319, except states, pursuant to 2 CFR 200.317, which calls for free and open competition.

r. Whistleblower Protection

This grant award and employees working on this grant award are subject to the whistleblower rights and remedies established at 41 U.S.C. 4712. The grant award recipient shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation (48 CFR 3.908; note that for the purpose of this term and condition, use of the term "contract," "contractor,"

"subcontract," or "subcontractor" in section 3.908 should be read as "grant," "grantee," "subgrant," or "subgrantee"). The recipient shall insert the substance of this clause in all subgrants and contracts over the Simplified Acquisition Threshold.

s. Telecommunications

Grant recipients must adhere to 2 CFR 200.216 - Prohibition on certain telecommunications and video surveillance services or equipment. (Effective August 13, 2020)

(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to: (1) Procure or obtain; (2) Extend or renew a contract to procure or obtain; or (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities). (ii) Telecommunications or video surveillance services provided by such entities or using such equipment. (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country. (b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained. (c) See Public Law 115-232, section 889 for additional information. (d) See also §200.471.

t. Intellectual Property Rights

The Federal Government reserves a paid-up, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use for federal purposes: i) the copyright in all products developed under the grant, including a subgrant or contract under the grant or subgrant; and ii) any rights of copyright to which the grant award recipient, subrecipient or a contractor purchases ownership under an award (including but not limited to curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise.

Federal funds may not be used to pay any royalty or license fee for use of a copyrighted work, or the cost of acquiring by purchase a copyright in a work, where the DOL/ETA has a license or rights of free use in such work, although they may be used to pay costs for obtaining a copy which is limited to the developer/seller costs of copying and shipping.

If revenues are generated by selling products developed with grant funds, including intellectual property, these revenues are considered as program income. Program income must be used in accordance with the provisions of this grant award and 2 CFR 200.307.

The following language must be on all workforce products developed in whole or in part with grant funds:

“This workforce product was funded by a grant awarded by the U.S. Department of Labor (DOL)’s Employment and Training Administration (ETA). The product was created by the recipient and does not necessarily reflect the official position of DOL/ETA. DOL/ETA makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it.”

u. Open Licensing, Intellectual Property Rights, and the Bayh-Dole Act

As required at 2 CFR 2900.13, any intellectual property developed under a discretionary Federal award process must be licensed under an open license, which allows subsequent users to copy, distribute, transmit and adapt the copyrighted work and attribute the work in the manner specified by the recipient.

All small business firms, and non-profit organizations (as defined at the link below, and including Institutions of Higher Education) must adhere to the Bayh-Dole Act, which requirements are provided at 37 CFR 401.3(a) and at <https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/BayhDoleGrantTerm.pdf>. To summarize, these requirements describe the ownership of intellectual property rights and the government’s nonexclusive, nontransferable, irrevocable, paid-up license to use any invention conceived or first actually reduced to practice in the performance of work

under this grant award. These requirements are in addition to those found in the Intellectual Property Rights term above.

v. Domestic Preferences for Procurements

As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of 2 CFR Part 200.322 must be included in all subawards including all contracts and purchase orders for work or products under this award.

11. Program Requirements

The Funding Opportunity Announcement contains the program requirements for this award.

12. Federal Appropriations Requirements

a. Requirement to Provide Certain Information in Public Communications

Pursuant to P.L. 116-260, Division H, Title V, Section 505, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all non-Federal entities receiving Federal funds shall clearly state:

1. The percentage of the total costs of the program or project which will be financed with Federal money;
2. The dollar amount of Federal funds for the project or program; and
3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

The requirements of this term are separate from those in 2 CFR Part 200 and, when applicable, both must be complied with.

b. Fair Labor Standards Act Amendment for Major Disasters

Pursuant to P.L. 116-260, Division H, Title I, Section 108, the Fair Labor Standards Act of 1938 (FLSA) will apply as if the following language was added to Section 7 (the Maximum Hours Worked Section). This language specifically relates to occurrences of a major disaster (as declared or designated by the state or federal government) and are applied for a period of two years afterwards. The language is as follows:

“(s)(1) The provisions of this section [maximum hours worked] shall not apply for a period of 2 years after the occurrence of a major disaster to any employee—
(A) employed to adjust or evaluate claims resulting from or relating to such major disaster, by an employer not engaged, directly or through an affiliate, in underwriting, selling, or marketing property, casualty, or liability insurance policies or contracts;

(B) who receives from such employer on average weekly compensation of not less than \$591.00 per week or any minimum weekly amount established by the Secretary, whichever is greater, for the number of weeks such employee is engaged in any of the activities described in subparagraph (C); and (C) whose duties include any of the following:

- (i) interviewing insured individuals, individuals who suffered injuries or other damages or losses arising from or relating to a disaster, witnesses, or physicians;
- (ii) inspecting property damage or reviewing factual information to prepare damage estimates;
- (iii) evaluating and making recommendations regarding coverage or compensability of claims or determining liability or value aspects of claims;
- (iv) negotiating settlements; or
- (v) making recommendations regarding litigation.

(2) The exemption in this subsection shall not affect the exemption provided by section 13(a)(1) [of the FLSA].

(3) For purposes of this subsection—

(A) the term ‘major disaster’ means any disaster or catastrophe declared or designated by any State or Federal agency or department;

(B) the term ‘employee employed to adjust or evaluate claims resulting from or relating to such major disaster’ means an individual who timely secured or secures a license required by applicable law to engage in and perform the activities described in clauses (i) through (v) of paragraph (1)(C) relating to a major disaster, and is employed by an employer that maintains worker compensation insurance coverage or protection for its employees, if required by applicable law, and withholds applicable Federal, State, and local income and payroll taxes from the wages, salaries and any benefits of such employees; and

(C) the term ‘affiliate’ means a company that, by reason of ownership or control of 25% or more of the outstanding shares of any class of voting securities of one or more companies, directly or indirectly, controls, is controlled by, or is under common control with, another company.”

c. Health Benefits Coverage for Contraceptives

Federal funds may not be used to enter into or renew a contract which includes a provision for prescription drug coverage unless the contract also includes a provision for contraceptive coverage. This requirement does not apply to contracts with 1) the religious plans Personal Care’s HMO and OSF HealthPlans, Inc. and 2) any existing or future plan if the carrier for the plan objects to such coverage on the basis of religious beliefs.

In implementing this section, any plan that enters into or renews a contract may not subject any individual to discrimination on the basis that the individual refuses to prescribe or otherwise provide for contraceptives because such activities would be contrary to the individuals’ religious beliefs or moral convictions. Nothing in this term shall be construed to require coverage of abortion or abortion related services.

d. Privacy Act

No funds can be used in contravention of 5 U.S.C. 552a (the Privacy Act) or regulations implementing the Privacy Act.

e. Prohibition on Contracting with Corporations with Felony Criminal Convictions

The recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months.

f. Prohibition on Contracting with Corporations with Unpaid Tax Liabilities

The grant award recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

g. Prohibition on Procuring Goods Obtained Through Child Labor

Pursuant to P.L. 116-260, Division H, Title I, Section 103, no funds may be obligated or expended for the procurement of goods mined, produced, manufactured, or harvested or services rendered, in whole or in part, by forced or indentured child labor in industries and host countries identified by the DOL prior to December 20, 2019. DOL has identified these goods and services here: <https://www.dol.gov/agencies/ilab/reports/child-labor/list-of-products>.

h. Prohibition on Providing Federal Funds to Association of Community Organizations for Reform Now (ACORN)

Pursuant to P.L. 116-260, Division H, Title V, Section 521, these funds may not be provided to the ACORN, or any of its affiliates, subsidiaries, allied organizations or successors.

i. Reporting of Waste, Fraud and Abuse

No entity receiving federal funds may require employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

j. Requirement for Blocking Pornography

Pursuant to P.L. 116-260, Division H, Title V, Section 520, no Federal funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.

k. Restriction on Health Benefits Coverage for Abortions

Pursuant to P.L. 116-260, Division H, Title V, Section 506 and 507, Federal funds may not be expended for health benefits coverage that includes coverage of abortions, except when the pregnancy is the result of rape or incest, or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself that would, as certified by a physician, place the women in danger of death unless an abortion is performed. This restriction does not prohibit any non-Federal entity from providing health benefits coverage for abortions when all funds for that specific benefit do not come from a Federal source. Additionally, no funds made available through this grant award may be provided to a State or local government if such government subjects any institutional or individual health care entity to discrimination on the basis that the health care entity does not provide, pay for, provide coverage of, or refer for abortions.

l. Restriction on Lobbying/Advocacy

Pursuant to P.L. 116-260, Division H, Title V, Section 503, no federal funds may be used to pay the salary or expenses of any grant recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or executive order proposed or pending before the Congress or any state government, state legislature or local legislature or legislative body, other than for normal and recognized executive–legislative relationships or participation by an agency or officer of a state, local or tribal government in policymaking and administrative processes within the executive branch of that government.

m. Publicity

Pursuant to P.L. 116-260, Division H, Title V, Section 503, the grant award recipient is not authorized to use any funds provided under this grant award—other than for normal and recognized executive–legislative relationships—for publicity or propaganda purposes, for the preparation, distribution or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation, designed to support or defeat legislation pending before the Congress or any state or local legislature or legislative body, except in presentation to the Congress or any state or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government, except in presentation to the executive branch of any state or local government itself.

n. Restriction on the Promotion of Drug Legalization

Pursuant to P.L. 116-260, Division H, Title V, Section 509, no Federal funds shall be used for any activity that promotes the legalization of any drug or other substance included in Schedule I of the schedules of controlled substances established under Section 202 of the Controlled Substances Act except for normal and recognized executive-congressional communications or where there is significant medical evidence

of a therapeutic advantage to the use of such drug or other substance or that federally sponsored clinical trials are being conducted to determine therapeutic advantage.

o. Restriction on Purchase of Sterile Needles or Syringes

Pursuant to P.L. 116-260, Division H, Title V, Section 527, no Federal funds shall be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug.

p. Salary and Bonus Limitations

Pursuant to P.L. 116-260, Division H, Title I, Section 105, recipients and subrecipients shall not use funds to pay the salary and bonuses of an individual, either as direct costs or as indirect costs, at a rate in excess of Executive Level II. The Executive Level II salary may change yearly and is located on the OPM.gov website (<https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>). The salary and bonus limitation does not apply to contractors (vendors) providing goods and services as defined in 2 CFR 200.331. Where States are recipients of such funds, States may establish a lower limit for salaries and bonuses of those receiving salaries and bonuses from subrecipients, taking into account factors including the relative cost-of-living in the State, the compensation levels for comparable State or local government employees, and the size of the organizations that administer Federal programs involved including ETA programs. See TEGL 5-06 for further clarification, available at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2262.

13. Public Policy

a. Architectural Barriers

The Architectural Barriers Act of 1968, 42 U.S.C. 4151 et seq., as amended, the Federal Property Management Regulations (see 41 CFR 102-76), and the Uniform Federal Accessibility Standards issued by the U.S. General Services Administration (GSA) (see 36 CFR 1191, Appendixes C and D) set forth requirements to make facilities accessible to, and usable by, the physically handicapped and include minimum design standards. All new facilities designed or constructed with grant support must comply with these requirements.

b. Drug-Free Workplace

The Drug-Free Workplace Act of 1988, 41 U.S.C. 702 et seq., and 2 CFR 182 require that all award recipients receiving grants from any Federal agency maintain a drug-free workplace. The award recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for suspension or debarment.

c. Executive Orders

12928: Pursuant to Executive Order (EO) 12928, the grant award recipient is strongly encouraged to provide subcontracting/subgranting opportunities to Historically Black

Colleges and Universities and other Minority Institutions such as Hispanic-Serving Institutions and Tribal Colleges and Universities; and to Small Businesses Owned and Controlled by Socially and Economically Disadvantaged Individuals.

13043: Pursuant to EO 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the grant award recipients are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

13166: As clarified by EO 13166, Improving Access to Services for Persons with Limited English Proficiency, dated August 11, 2000, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs in accordance with DOL's Policy Guidance on the Prohibition of National Origin Discrimination as it Affects Persons with Limited English Proficiency [05/29/2003] Volume 68, Number 103, pages 32289-32305. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. The grant award recipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing budgets and in conducting programs and activities. For assistance and information regarding your LEP obligations, go to <http://www.lep.gov>.

13513: Pursuant to EO 13513, Federal Leadership On Reducing Text Messaging While Driving, dated October 1, 2009, the grant award recipients and subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving company-owned or -rented vehicles or government-owned vehicles (GOV), or while driving privately-owned vehicles (POV) when on official Government business or when performing any work for or on behalf of the Government. Recipients and subrecipients are also encouraged to conduct initiatives of the type described in section 3(a) of this order.

14005: Pursuant to EO 14005, Ensuring the Future Is Made in All of America by All of America's Workers, the grant award recipient agrees to comply with all applicable Made in America Laws (as defined in the EO), including the Buy American Act at 41 USC sections 8301-8305. For the purposes of this award, the grant recipient is required to maximize the use of goods, products, and materials produced in, and services offered in, the United States, in accordance with the Made in America Laws. No funds may be made available to any person or entity (including as a contractor or subrecipient of the grant recipient) that has been found to be in violation of any Made in America Laws.

“Made in America Laws” means all statutes, regulations, rules, and Executive Orders relating to Federal financial assistance awards or Federal procurement, including those that refer to “Buy America” or “Buy American,” that require, or provide a preference for, the purchase or acquisition of goods, products, or materials produced in the United States, including iron, steel, and manufactured goods offered in the United States. Made in America Laws include laws requiring domestic preference for maritime transport, including the Merchant Marine Act of 1920 (Public Law 66-261), also known as the Jones Act.

d. Flood Insurance

The Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4001 *et seq.*, provides that no Federal financial assistance to acquire, modernize, or construct property may be provided in communities in the United States identified as flood-prone, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within 1 year of the identification. The flood insurance purchase requirement applies to both public and private applicants for the DOL support. Lists of flood-prone areas that are eligible for flood insurance are published in the Federal Register by FEMA.

e. Hotel-Motel Fire Safety

Pursuant to 15 U.S.C. 2225a, the recipient must ensure that all space for conferences, and, conventions or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (P.L. 101-391, as amended). Recipients may search the Hotel-Motel National Master List at <https://apps.usfa.fema.gov/hotel/> to see if a property is in compliance, or to find other information about the Act.

f. Prohibition on Trafficking in Persons

1. Trafficking in persons.

a. Provisions applicable to a recipient that is a private entity.

I. The grant recipient as the recipient, the grantee’s employees, subrecipients under this award, and subrecipients' employees may not—

(A). Engage in severe forms of trafficking in persons during the period of time that the grant award is in effect;

(B). Procure a commercial sex act during the period of time that the award is in effect; or

(C). Use forced labor in the performance of the award or subawards under the award.

II. DOL/ETA as the Federal awarding agency may unilaterally terminate this grant award, without penalty, if the grant recipient or a subrecipient that is a private entity —

(A). Is determined to have violated a prohibition in paragraph a.1 of this award term; or

(B). Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—

- i. Associated with performance under this award; or
- ii. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 CFR Part 2998.

b. *Provision applicable to a recipient other than a private entity.* DOL/ETA as the Federal awarding agency may unilaterally terminate this grant award, without penalty, if a subrecipient that is a private entity—

I. Is determined to have violated an applicable prohibition in paragraph a.1 of this grant award term; or

II. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this grant award term through conduct that is either—

(A). Associated with performance under this award; or

(B). Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 29 CFR Part 98.

c. *Provisions applicable to any recipient.*

I. The grant award recipient must inform DOL/ETA immediately of any information the grant recipient receive from any source alleging a violation of a prohibition in paragraph a.1 of this grant award term.

II. DOL/ETA right to terminate unilaterally that is described in paragraph a.2 or b of this section:

(A). Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and

(B). Is in addition to all other remedies for noncompliance that are available to DOL/ETA under this grant award.

III. The grant award recipient must include the requirements of paragraph a.1 of this grant award term in any subaward the grant recipient make to a private entity.

d. *Definitions.* For purposes of this award term:

I. “Employee” means either:

(A). An individual employed by the grant award recipient or a subrecipient who is engaged in the performance of the project or program under this award; or

(B). Another person engaged in the performance of the project or program under this grant award and not compensated by the grant recipient including, but not limited to, a volunteer or individual

whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

II. “Forced labor” means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

III. “Private entity”:

(A). Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.

(B). Includes:

i. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).

ii. A for-profit organization.

IV. “Severe forms of trafficking in persons,” “commercial sex act,” and “coercion” have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

g. Veterans’ Priority Provisions

The Jobs for Veterans Act (Public Law 107-288) requires grant award recipients to provide priority service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services in any job training program directly funded, in whole or in part, by the DOL. The regulations implementing this priority of service can be found at 20 CFR Part 1010. In circumstances where a grant award recipient must choose between two qualified candidates for a service, one of whom is a veteran or eligible spouse, the veterans priority of service provisions require that the grant award recipient give the veteran or eligible spouse priority of service by first providing him or her that service. To obtain priority of service, a veteran or spouse must meet the program’s eligibility requirements. Recipients must comply with the DOL guidance on veterans’ priority. ETA’s TEGL No. 10-09 (issued November 10, 2009) provides guidance on implementing priority of service for veterans and eligible spouses in all qualified job training programs funded in whole or in part by DOL. TEGL No. 10-09 is available at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2816.

h. Promoting Equitable Delivery of Government Benefits and Equal Opportunity

The Department of Labor (Labor) seeks to affirmatively advance equity, civil rights and equal opportunity in the policies, programs and services it provides. Therefore, consistent with Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, grant recipients must execute the terms and conditions of their grant in a manner that advances equity for all,

including people of color and others who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality. This extends to all grant activities including, but not limited to, service delivery, selection of subrecipients and contractors, and procurement of goods and services. Government programs are designed to serve all eligible individuals, and Labor's grantees should make services the goods and services they provide pursuant to their grants widely available with the goals of effectively serving a diverse population of eligible individuals; fairly, justly, and impartially administering the grant evaluation and award processes. Grantees are encouraged to engage in contracting and subcontracting for goods and services related to performing the terms and conditions of their grants in such a way to achieve equity.

The term "equity" means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

The term "underserved communities" refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of "equity."

i. Harassment Prohibited

The grant recipient and any subrecipients are prohibited from engaging in harassment of an individual based on race, color, religion, sex, national origin, age, disability, or political affiliation or belief, or, for beneficiaries, applicants, and participants only, based on citizenship status or participation in any WIOA Title I-financially assisted program or activity. Harassing conduct of this type is a violation of the nondiscrimination provisions of WIOA and of 29 CFR Part 38.

a) Unwelcome sexual advances, requests for sexual favors, or offensive remarks about a person's race, color, religion, sex, national origin, age, disability, political affiliation or belief, or citizenship or participation, and other unwelcome verbal or physical conduct based on one or more of these protected categories constitutes unlawful harassment on that basis when:

(1) Submission to such conduct is made either explicitly or implicitly a term or condition of accessing the aid, benefit, service, or training of, or employment in the administration of or in connection with, any WIOA Title I-financially assisted program or activity;

(2) Submission to, or rejection of, such conduct by an individual is used as the basis for limiting that individual's access to any aid, benefit, service, training, or employment

from, or employment in the administration of or in connection with, any WIOA Title I-financially assisted program or activity; or

(3) Such conduct has the purpose or effect of unreasonably interfering with an individual's participation in a WIOA Title I-financially assisted program or activity creating an intimidating, hostile or offensive program environment.

b) Harassment because of sex includes harassment based on gender identity or sexual orientation; harassment based on failure to comport with sex stereotypes; and harassment based on pregnancy, childbirth, and related medical conditions. Sex-based harassment may include harassment that is not sexual in nature but that is because of sex or where one sex is targeted for the harassment.

14. Technical Assistance, Resources, and Information

Additional resources, training, and information to assist the grant award recipient are located on the ETA website at <https://www.dol.gov/agencies/eta/grants/resources> and on the Grants Application and Management collection page on WorkforceGPS.org at <https://grantsapplicationandmanagement.workforcegps.org/>. **SMART** training is a technical assistance initiative sponsored by DOL-ETA to assist its grant recipients and subrecipients in improving its program/project operations through effective grants management. Please take some time to review the training modules which are focused on:

Strategies for sound grant management that include:

Monitoring,
Accountability,
Risk mitigation and
Transparency.

These four themes are woven throughout the OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, also known as the Uniform Guidance (2 CFR Part 200 and 2 CFR Part 2900). The 508-compliant PowerPoints of the modules may be found on WorkforceGPS.org at the [Resource](#) page.

15. Attachments

Attachment A: SF-424

Attachment B: SF-424A

Attachment C: Budget Narrative

Attachment D: Statement of Work

Attachment E: Negotiated Indirect Cost Rate Agreement

Attachment A: SF-424

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text" value="04/25/2022"/>	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
--	---

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

8. APPLICANT INFORMATION:

* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="01-0611872"/>	* c. UEI: <input type="text" value="EJAYXNV78KM5"/>
--	--

d. Address:

* Street1:	<input type="text" value="11539 Hawthorne Blvd. Suite 500"/>
Street2:	<input type="text"/>
* City:	<input type="text" value="Hawthorne"/>
County/Parish:	<input type="text" value="Los Angeles"/>
* State:	<input type="text" value="CA: California"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="90250-2353"/>

e. Organizational Unit:

Department Name: <input type="text"/>	Division Name: <input type="text"/>
--	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Chris"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Cagle"/>	
Suffix: <input type="text"/>	

Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="310-970-7700"/>	Fax Number: <input type="text" value="310-970-7711"/>
---	---

* Email:

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

M: Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Employment and Training Administration

11. Catalog of Federal Domestic Assistance Number:

17.285

CFDA Title:

Apprenticeship USA Grants

*** 12. Funding Opportunity Number:**

FOA-ETA-22-06

* Title:

Apprenticeship Building America (ABA) Grant Program

13. Competition Identification Number:

FOA-ETA-22-06

Title:

Apprenticeship Building America (ABA) Grant Program

14. Areas Affected by Project (Cities, Counties, States, etc.):

1243-Areas_Affected_SBWIB.docx

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Expanding Flexible Apprenticeship in California

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="6,000,000.00"/>	5,820,000.00	<i>Jan Vogel</i>
* b. Applicant	<input type="text" value="0.00"/>		
* c. State	<input type="text" value="0.00"/>		
* d. Local	<input type="text" value="0.00"/>		
* e. Other	<input type="text" value="1,200,000.00"/>		
* f. Program Income	<input type="text" value="0.00"/>		
* g. TOTAL	<input type="text" value="7,200,000.00"/>	7,020,000.00	<i>Jan Vogel</i>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

**SOUTH BAY WORKFORCE INVESTMENT BOARD, INC.
EXPANDING FLEXIBLE APPRENTICESHIP IN CALIFORNIA
CATEGORY 4: REGISTERED APPRENTICESHIP HUB**

AREAS AFFECTED BY PROJECT

The Expanding Flexible Apprenticeship Across California project provides services to participants in Los Angeles County and across the state of California. In total this partnership will cover areas with a population of over 39.538 million people.

- 1) Los Angeles County (Pop. 10.1 million)
- 2) State of California (Pop. 39.538 million)

Attachment B: SF-424A

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2025

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Apprenticeship Building America (ABA) Grant Program FOA-ETA-22-06	17.285	\$ <input type="text"/>	\$ <input type="text"/>	\$ 6,000,000.00	\$ 1,200,000.00	\$ 7,200,000.00
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <i>Grinda Faggia</i> 5,820,000.00
5. Totals		\$ <input type="text"/>	\$ <input type="text"/>	\$ 6,000,000.00	\$ 1,200,000.00	\$ 7,200,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Apprenticeship Building America (ABA) Grant Program FOA-ETA-22-06				
a. Personnel	\$ 1,208,600.00	\$	\$	\$	\$ 1,208,600.00
b. Fringe Benefits	265,891.00				265,891.00
c. Travel	0.00				0.00
d. Equipment	0.00				0.00
e. Supplies	66,868.00				66,868.00
f. Contractual	3,600,000.00				3,600,000.00
g. Construction	0.00				0.00
h. Other	600,605.00				600,605.00
i. Total Direct Charges (sum of 6a-6h)	5,741,964.00				\$ 5,741,964.00
j. Indirect Charges	258,036.00			<i>Grinda Fuggler</i>	\$ 258,036.00
k. TOTALS (sum of 6i and 6j)	\$ 6,000,000.00	\$	\$	\$ 5,820,000.00	\$ 6,000,000.00
7. Program Income	\$ 0.00	\$	\$	\$	\$ 0.00

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Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	Apprenticeship Building America (ABA) Grant Program FOA-ETA-22-06	\$	\$	\$ 1,200,000.00	\$ 1,200,000.00
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$	\$	\$ 1,200,000.00	\$ 1,200,000.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 1,000,000.00	\$ 200,000.00	\$ 200,000.00	\$ 250,000.00	\$ 350,000.00
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$ 1,000,000.00	\$ 200,000.00	\$ 200,000.00	\$ 250,000.00	\$ 350,000.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b)First	(c) Second	(d) Third	(e) Fourth
16.	Apprenticeship Building America (ABA) Grant Program FOA-ETA-22-06	\$ 1,000,000.00	\$ 2,000,000.00	\$ 2,000,000.00	\$ 1,000,000.00
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 1,000,000.00	\$ 2,000,000.00	\$ 2,000,000.00	\$ 1,000,000.00

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: 5741964	22. Indirect Charges: 258036
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23. Remarks: Employers will provide \$1,200,000 in leveraged funds.

Attachment C: Budget Narrative

Applicant Name: South Bay Workforce Investment Board, Inc.

Project Name: Expanding Flexible Apprenticeship in California (EFAC)

BUDGET NARRATIVE

The *Expanding Flexible Apprenticeship Across California* budget is \$6,000,000 in grant funds.

Costs cover a 48-month project period proposed for July 1, 2022, to June 30, 2026. The budget funds a dynamic hub infrastructure to promote and grow apprenticeship opportunities across

California. The project will serve 1,000 participants.

Activity/Agency	Grant Funds
Personnel	\$1,208,600.00
Fringe Benefits (<i>SBWIB</i> - 22%)	\$265,891.00
Supplies	\$66,868.00
Other	\$600,605.00
Contractual Services	\$3,600,000.00
Indirect	\$258,036.00
Total	\$6,000,000.00

Personnel

A total of \$1,208,600 is allocated for personnel costs split between direct and administrative staff wages. Direct Service Personnel are allocated for \$866,000. Project Manager (0.50 FTE), Special Project Coordinators (2 FTE), Program Analyst (1 FTE). The project will also be supported through subcontracted partners with the equivalent of 6 FTE working on the development of new and expansion of apprenticeship programs and another approximate 6-8 FTE providing basic services such as recruitment, enrollment and case management through subcontracted partners.

Personnel	Description	FTE	Cost
Regional Affairs Manager/Program Manager	Serve as point of contact for the project. Will develop all processes and paperwork, compile reports and serve as the public face of the project when meeting with businesses and community partners	.5	\$228,800
Special Project Coordinators (2)	Coordinate information and program activities with partner organizations. Ensure program performance and metrics are met.	2	\$499,200
Program Analyst	Assist participants in job search and placement following completion of training/apprenticeship	1	\$158,000
Total		2.85	\$866,000

This also includes \$322,600 for administrative personnel. These positions are Finance Manager (0.15 FTE), Accountant (0.45 FTE), and Accounting Clerk (0.45 FTE)

Personnel	FTE	Cost
Fiscal Manager	.15	\$86,112
Accountant	.45	\$131,656
Accounting Clerk	.45	\$104,832
Total		\$322,600

Fringe Benefits

SBWIB calculates fringe benefits at 22% of the personnel costs for a total of \$265,891.

Personnel benefits are planned fringe benefit based on salary. Benefits include healthcare, social security, workers' compensation, and retirement.

Travel

No travel is budgeted for this project due to most activities being able to be accomplished virtually. Any travel costs will be leveraged through other funding sources.

Equipment

No equipment is budgeted for this project. Any equipment purchases will be leveraged through other funding sources.

Supplies

General supplies costs are budgeted at \$66,868 for Hub outreach efforts and communications to business, academia, sponsors, intermediaries, labor groups, CBOs, and the public. Supplies include materials for outreach such as flyers, brochures, printed materials - training plans and apprenticeship standards reproduction, and other items such as presentation folders, paper, file dividers, file labels; operations materials such as paper, ink cartridges, pens, pencils, staplers, scissors, and paper clips; and general office equipment with a value under \$500 such as printers, fax machines, 3-hole punches, etc.

Contractual Services

A total of \$3,600,000 will be budgeted for contractual services across three program functions.

- 1) Apprenticeship Development (\$600,000) – 12 partner organizations across the state will be subcontracted and allotted up to \$50,000 each to develop and register new occupations and/or register as a direct sponsor for new apprenticeship programs. These twelve organizations will register a combined total of at least 24 new occupations. Total funding of

\$50,000 each is based on 400 hours at \$125/hr., (400 hrs. x \$125/hr. x 12 organizations).

- 2) Industry Consultants (\$200,000) – Organizations or individuals that are experts in targeted industries and/or apprenticeship. They will assist partners in the development of new apprenticeship programs through various supports such as employer engagement, curriculum development and other supports (1,333.33 hrs x \$150/hr).
- 3) Apprenticeship Implementation (\$2,800,000) – The SBWIB will use a pay per performance model in which partner organizations will have access to \$4,000 per apprentice (700 x \$4,000). The \$4,000 will provide funds to assist in covering the following costs (due to the employer-led, flex model of the program, exact amount for each activity will vary for each apprenticeship program):
 - a. Sponsor/Intermediary/Workforce Board partner Costs ~ \$1,500 per participant
 - b. Training Costs ~ \$1,250 per participant
 - c. Employer Incentive ~ \$750 per participant (not to exceed 20%)
 - d. Supportive Services ~ \$500 per participant (not to exceed 20%)

Employers will provide \$1,050,000 in leveraged funds through covering the costs to supervision, training and wages for participants during their apprenticeship (700 x \$1,500).

Construction

There are no construction-related costs for this project.

Other Costs

Other costs are budgeted for \$600,605. This includes funds to cover occupational skills training, participant stipends, employer incentives, supportive services and direct program costs such as rent and communications.

Occupational Skills Training - There will be \$200,000 budgeted for occupational training. This is comprised of 100 apprentices at \$1,000 each (\$100,000) and 200 pre-apprentices at \$500 each (\$100,000).

Stipends - A stipend will be awarded to pre-apprenticeship participants when they complete all

three tracks of the program. ($200 \times \$500 = \$100,000$).

Employer Incentives – Funds will be available to employers hiring apprentices to help offset some of the costs associated with the supervision, training, wages and documentation during the program ($100 \times \$750 = \$75,000$). Employer resources will be leveraged to cover costs beyond the \$750 per apprentices. Employers will provide \$150,000 in leveraged funds through covering the costs to supervision, training and wages for participants during their apprenticeship ($100 \times \$1,500$).

Supportive Services - Funds will be set aside to cover supportive services costs associated with training or employment. Examples of these could include transportation assistance (bus pass, gas cards), required clothing/uniforms and tool purchase ($100 \times \$250 = \$25,000$).

Rent and Communications – This will include costs for rent, utilities and communications (phone/internet) for individuals directly working on the program. It is based on the total rent and communications divided by the total number of staff. This gives a per staff year cost of \$14,329 ($3.5 \text{ FTE} \times \$14,329 \times 4 = \$200,605$).

Total Direct Charges

Total Direct Charges for this application total \$5,741,964.

Admin/Indirect Costs

The indirect costs are budgeted at \$258,036.00. The SBWIB has a Department of Labor Negotiated Indirect Cost Rate Agreement of 17.5%. Based on the indirect cost rate breakdown, 80% of this rate is applied to the admin personnel and fringe benefit line items in the budget and equals \$206,428. The remaining 20% is applied to the direct personnel costs for a total of \$51,607.

Attachment D: Statement of Work

DOL ABA Grant Project Narrative

Applicant Name: South Bay Workforce Investment Board, Inc.

Project Name: Expanding Flexible Apprenticeship in California (EFAC) - Category 4
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a. Statement of Need - (i) Need for Assistance: The South Bay Workforce Investment Board, Inc. (SBWIB) will create a Registered Apprenticeship Hub to address the increasing demand for skilled professionals throughout California (CA). Our project, “Expanding Flexible Apprenticeship in CA” (EFAC), will not only grow and expand apprenticeship throughout the state through Hub activities, but also grow our existing and proven ‘Flex’ model for apprenticeship training. It will continue building a productive and strong relationship between employers, the workforce system, and K-12+ and higher education partners. Over the past five years as an informal statewide Registered Apprenticeship Hub in CA, the SBWIB has identified a strong need to help employers across diverse industries utilize Registered Apprenticeship Programs (RAP) to meet their workforce goals. Labor market information and ongoing conversations with the SBWIB’s statewide network of partners highlight five industries (outlined below) that are especially in need of workforce development assistance in our local region and throughout CA and will be the focus of this project. Though employers in non-traditional apprenticeship industries have increasingly struggled to find the talent they need, the SBWIB has identified critical barriers to apprenticeship adoption. These include a widespread misunderstanding of apprenticeship and pre-apprenticeship as well as strong concerns that it cannot scale to wherever employers do business and will require an excessive amount of staff time, paperwork and changes to their current operation. The SBWIB has found that employers need a significant amount of technical assistance to understand and adopt apprenticeship. Market condition needs have been amplified by the impact of the COVID-19 pandemic that has disproportionately affected underrepresented communities and underrepresented populations. Half of the UI claims in CA were female while 40% of younger workers (20 to 24) were forced

DOL ABA Grant Project Narrative

to file.¹ The COVID crisis left 22% of Black and 26% of Latinos without employment in CA as over half of the populations working in non-essential jobs pre-pandemic were largely Latino and Black.² Among individuals with disabilities in CA, 36% left the workforce between March of 2020 and the last quarter of 2020 compared to 5% of workers without disabilities.³ CA veterans in the civilian labor force reached a high 16% unemployment rate.⁴

(ii) Industries and Apprenticeable Occupations to be Targeted: In collaboration with the SBWIB’s statewide network of employers, industry associations, labor unions, RAP intermediaries, workforce and educational entities and other partners (see Letters of Commitment - LOC), we will target five priority industries: 1) Manufacturing; 2) Healthcare; 3) Information Technology/Cybersecurity; 4) Arts, Media and Entertainment; and 5) Clean Energy/Transportation. These industries have not traditionally used Registered Apprenticeship, but have workforce needs that are common throughout CA and represent statewide workforce priorities. Public sector employers are also hiring and have reached out to us to help design RAPs to accommodate their hiring and training needs. To expand career opportunities within our target sectors, we also will work on developing apprenticeships in support occupations such as HR and accounting, positions critical to the success of every business.

1) Manufacturing - a. Aerospace: Talent development needs in this sector are well-documented. The table below shows the growth of occupations we will target initially. We also will explore Youth Apprenticeships, which fit well in machining roles.

¹ CA Policy Lab. “An Analysis of Unemployment Insurance Claims in CA During the COVID-19 Pandemic.” June 2020.

² UCLA. “State’s Black, Latino workers less likely to be covered by unemployment insurance amid COVID-19.” June 11, 2020.

³ Disability Rights California, 2021

⁴ CA EDD. “California’s Veterans Workforce 2020.” May 2021.

DOL ABA Grant Project Narrative

SOC Code	Job Title ⁵	2018-2028 annual projected job openings (# & %) and current median salary	
		CA	LA County
17-3023.00/ 17-3023.01	Aerospace Electronics Technician	1,500/ +5.9% \$73,930 (2021)	50/ +1.6% \$65,306 (2021)
17-3024.00	Aerospace Electromechanical Technician	200/ +8.0% \$63,768 (2021)	-10/ -1.5% \$67,763 (2021)
49-9041.00	Industrial Machinery Mechanics	2,000/ +6.8% \$63,513 (2021)	200/ +3.4% \$60,168 (2021)
51-2011.00	Aircraft Structure, Surfaces, Rigging & System Assemblers	3,740/ +16% \$52,252 (2021)	1,530/ +21.8% \$42,215 (2021)
51-4034.00	Aerospace CNC Machining Technician	2,710/ +16.5% \$46,982 (2021)	1,270/ +32.0% \$48,977 (2021)

b. Bioscience: Los Angeles (LA) County continues to grow as a hub for bioscience innovation and manufacturing. In the last 15 years there has been a significant increase in the number of firms, venture capital, research grants, and the value of economic output in the industry. LA County received more than \$1.9B in NIH funding in 2020 – more than any other county in CA⁶. The table below shows the growth potential of the initial targeted occupations.

SOC Code	Job Title ⁷	2018-2028 annual projected job openings (# & %) and current median salary	
		CA	LA County
19-4021.00	Bio-Manufacturing Technician/Production Technician	1,800/ +17.0% \$53,657 (2021)	400/ +16.8% \$46,568 (2021)
13-1041.04	Bio-Medical Quality Assurance Specialist	4,130/ +8.0% \$82,640 (2020)	N/A \$81,300 (2020)

⁵ Using data from CA EDD and O*Net

⁶ Biocom California. *2021 California Economic Impact Report*.

⁷ Using data from CA EDD and O*Net

DOL ABA Grant Project Narrative

2) *Healthcare*: While there is a major shortage of nurses, hospital employees, and other essential healthcare workers nationally, LA County experienced a 4% growth in the number of health career employees from August 2020 to August 2021, making it one of the fastest expanding fields locally⁸. Further, the City and County of LA predict that between 2010 and 2030, the older adult population in the region will nearly double, from approximately 1.1 to 2.1+ million individuals.⁹ The challenge to serve them, as well as other vulnerable populations, with today's lack of skilled employees speaks to the need for strong training programs provided through RAPs. Our prospective apprenticeship career disciplines fit well to serve our target populations who may have little to no background in healthcare.

SOC Code	Job Title ¹⁰	2018-2028 annual projected job openings (# & %) and current median salary	
		CA	LA County
29-2052.00	Pharmacy Technician	5,000/ +13.3% \$46,005 (2020)	1,500/ +14.5% \$45,514 (2020)
31-1131.00/ 31-1014.00	Certified Nursing Assistant	10,900/ +14.3% \$37,560 (2021)	4,800/ +13.8% \$37,050 (2021)
31-9091.00	Dental Assistant	9,100/ +15.3% \$44,543	1,770/ +14.0% \$41,693
25-2011.00	Early Childhood Educator	6,400/ +10.1% \$37,159 (2021)	1,210/ +7.8% \$32,903 (2021)
39-9011.00	Early Childcare	4,100/ +4.2% \$32,133 (2021)	1,430/ +4.9% \$32,355 (2021)
21-1021.00	Social Service Counselor	2,000/ +5.9% \$53,504 (2021)	1,200/ +9.8% \$56,989 (2021)

⁸ CA Employment Development Department. March 2022.

[https://www.labormarketinfo.edd.ca.gov/file/lfmonth/la\\$pds.pdf](https://www.labormarketinfo.edd.ca.gov/file/lfmonth/la$pds.pdf)

⁹ City and County of Los Angeles. Purposeful Aging: An Age-Friendly Initiative. May 2016.

<https://empowerla.org/wp-content/uploads/2017/02/Purposeful-Aging-6222016b.pdf>

¹⁰ Using CA EDD and O*Net data

DOL ABA Grant Project Narrative

3) *Information Technology/Cybersecurity*: LA County businesses are experiencing a surge in demand for information technology (IT) roles. From August 2020 to August 2021, new jobs in IT increased by 10.1%.¹¹ Multiple regional and state-level business sectors (e.g., manufacturing, healthcare, information security, entertainment, logistics, customer service) need IT talent pipelines from diverse communities. As new technologies emerge, we also see a unique opportunity to ensure these solutions not only be digitally effective, but also accessible and equitable for individuals with disabilities who are among the County’s 4.6M people with a disability. The table below shows the demand potential of multiple vocations that provide living wage salaries, address accessibility, and where we may target new or expand existing apprenticeships.

SOC Code	Job Title ¹²	2018-2028 annual projected job openings (# & %) and current median salary	
		CA	LA County
15-1212.00	Cyber Security Support Technician	1,800/ +32.7% \$121,510 (2020)	500/ +26.9% \$114,710 (2020)
15-1232.00	Computer User Support Specialist (Digital Accessibility)	7,700/ +14.1% \$66,280 (2020)	1,680/ +11.0% \$58,030 (2020)
15-1252.00	Software Development, Applications (Digital Accessibility)	35,800/ +29.0% \$135,930 (2020)	5,380/ +27.0% \$119,060 (2020)
17-3023.00	IT Lab Technician	1,500/ +5.9% \$73,930 (2021)	50/ +1.6% \$65,306 (2021)

4) *Arts, Media and Entertainment*: Digitalization is disrupting almost every aspect of the media and entertainment industry, requiring the need to upskill workers and create new roles.¹³ As it

¹¹ U.S. Bureau of Labor Statistics

¹² Using data from CA EDD and O*Net

¹³ Center for a Competitive Workforce. “Entertainment and the Rise of Digital Media in the LA Basin Outlook Report.” February 2018.

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grows, the industry is looking for ways to intentionally implement inclusive and equitable hiring practices that lead to diverse workplaces. Our goal is to establish a clear school-to-career pathway for young people, reaching those who have been historically underrepresented in arts and entertainment. These skills may be achieved through stackable certificates embedded in Youth and Adult RAPs. Careers in this sector offer high earning potential, among the highest-paid in the LA regional economy,¹⁴ as shown below.

SOC Code	Job Title ¹⁵	2018-2028 annual projected job openings (# & %) and current median salary	
		CA	LA County
13-1161.00	Market Research Analyst and Marketing Specialist	26,100/ +24.3% \$74,445 (2021)	5,910/ +23.2% \$68,427 (2021)
27-2012.00	Producer and Director	4,600/ +10.4% \$104,090 (2021)	2,340/ +9.5% \$114,487 (2021)
15-1255.01	Video Game Designer	6,690/ +16% \$89,420	N/A \$79,100
27-1014.00	Special Effects Artist and Animator	11,460/ +10.8% \$95,340	6,380/ +15.3% \$97,200
27-4011.00	Audio and Video Equipment Technician	2,400/ +14.9% \$61,728 (2021)	1,370/ +15.5% \$67,754 (2021)
27-4014.00	Sound Engineering Technician	400/ +8.5% \$63,146 (2021)	290/ +7.8% \$62,970 (2021)

5) *Clean Energy/Transportation*: Given LA County’s *Roadmap 2028 2.0*¹⁶ and the CA Department of Energy’s grants to fund renewable energy projects, training through RAPs is a

¹⁴ Center for a Competitive Workforce. “Entertainment and the Rise of Digital Media in the LA Basin Outlook Report.” February 2018.

¹⁵ Using data from CA EDD and O*Net

¹⁶ LACI. *Zero Emissions 2028 Roadmap 2.0*. https://lincubator.org/wp-content/uploads/LA_Roadmap2.0_Final2.2.pdf

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purposeful way to develop an upskilled and reskilled workforce that includes our target populations. CA has become a global leading researcher, designer, manufacturer and exporter of Electric Vehicle (EV) transportation-related products, services and technologies, creating 275,600 direct EV industry jobs statewide.¹⁷ Southern CA has a significant cluster of EV companies that produce passenger, shared mobility, truck, drayage and passenger bus vehicles.¹⁸ Our local and statewide refineries and trucking companies also need to reskill workers to work on reduced emission equipment. EV innovation now includes electric aircraft and EVTOLs, causing an increased need for commercial pilots. We foresee at least four in-demand apprenticeable occupations needed:

SOC Code	Job Title ¹⁹	2018-2028 annual projected job openings (# & %) and current median salary	
		CA	LA County
17-3029.00	Fuel Cell Technician	1,390/ +10.0% \$67,700 (2020)	N/A \$61,610
47-2111.00	Electrician (Electric Vehicle Technician)	7,500/ +9.6% \$52,612 (2021)	1,220/ +9.7% \$77,830 (2021)
53-2012.00	Commercial Pilot	4,480/ +2.3% \$110,042 (2021)	1,390/ +17.4% \$148,393 (2021)
53-2011.00	Airline Pilot, Copilot, Flight Engineer	8,070/ +2.1% \$227,870 (2021)	4,770/ +1.5% \$229,160 (2021)

b. Expected Outcomes and Outputs - (1) Participant-level Outcomes and Program Outputs

Our program will be market driven, guided by real-time employer needs, and innovate to create new RAPs and occupations within each of our five target sectors. Our LOCs from 25+ employer

¹⁷ LAEDC. The Electric Mobility Revolution. March 2020

¹⁸ LAEDC. The Electric Mobility Revolution. March 2020

¹⁹ Using data from CA EDD and O*Net

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partners, intermediary sponsors, industry partners, and professional and community-based organizations include hiring commitments that are more than double what is needed, with 2,000 apprentices committed by just one of our employer partners. The outcome of our HUB program will result in at least 80% (640) of our apprentices completing or on track to complete their apprenticeship and be retained in employment by the end of the grant term; and at least 80% (160) of our pre-apprentices completing the pre-apprenticeship program and receiving assistance to connect to RAPs. The numbers below are a comprehensive projection for each of the ten output measures determined through data-driven economic analysis outlined in the need section of this proposal, plus through employer and industry partner consultation. As a result, these targets are both feasible and achievable. All the data associated with participant performance will be tracked by previously developed digital methods.

ABA PERFORMANCE MEASURES FOR REGISTERED APPRENTICESHIP HUB		
	Program Outputs	Targets (Cumulative 4-Year Total)
1	Total number of RAPs created as a result of ABA grant funding (new occupations)	25
2	Total number of RAPs expanded as a result of ABA grant funding (additional employers to current RAPs)	25
3	Total number of pre-apprenticeships developed as a result of ABA grant funding	20
4	Total number of pre-apprenticeships expanded as a result of ABA grant funding	15
5	Total number of stakeholders engaged as a result of ABA grant funding	50
6	Total number of employers receiving incentive funding, including total amount of funds to be awarded in incentive funding, as a result of ABA grant funding	30 employers; total funding: \$600,000
7	Total number of technical assistance resources created as a result	15

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	of ABA grant funding	
8	Total number of new sponsors as a result of ABA grant funding	12
9	Total number of individuals enrolled in an RAP that was developed using ABA grant funds	800
10	Total number of individuals enrolled in a pre-apprenticeship that was developed using ABA grant funds	200

(2) Outputs: Below is a logic model of the project outcomes, inputs, activities and outputs.

DESIRED OUTCOMES		
Short-Term Goals	Medium-Term Goals	Long-Term Goals
<ul style="list-style-type: none"> ● Hub infrastructure in place needed for managing a large multi-sponsor and employer apprenticeship consortium ● Potential new sponsors, intermediaries, employers and stakeholders identified ● Potential new high-quality apprenticeship and pre-apprenticeship programs/occupations in non-traditional industries identified ● Training providers identified for various occupations that will be registered 	<ul style="list-style-type: none"> ● RAPs and pre-apprenticeship expanded ● Sponsors registered ● New high-quality non-traditional apprenticeship and pre-apprenticeship programs/occupations are registered ● Pre-Apprenticeship career pathways are developed or expanded and linked to Registered Apprenticeship ● Increased utilization of pre-apprenticeship by employers, adults and youth as a career pathway to Registered Apprenticeship ● Increased number job seekers enrolled into apprenticeship and hired by employers as apprentices ● Tracking evidences increased diversity, equity, inclusion and accessibility in pre-apprenticeship and Registered Apprenticeship enrollments 	<ul style="list-style-type: none"> ● Statewide Apprenticeship Hub established for CA for selected non-traditional industries ● Partnerships and collaboration formed with other Hubs to coordinate, leverage, and develop supports to grow and expand a Registered Apprenticeship ecosystem throughout CA and nationwide ● Increased number of participants complete pre-apprenticeship, especially from underserved communities and underrepresented populations ● Increased number of participants complete a high-quality apprenticeship, especially from underserved communities and underrepresented populations ● Increased number of employers utilizing apprenticeship, including small and/or minority-owned employers ● Tracking, progress of participants, and data collection is complete

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INPUTS: 30 employers ♦ High schools, community colleges, universities, adult schools, other training providers ♦ Labor unions, Intermediaries/sponsors, CA Division of Apprenticeship Standards (DAS) ♦ Workforce development boards/Americas Job Centers (AJCC) ♦ State agencies (Rehabilitation, Employment Development, Education) ♦ Federal, state, local grant recipients ♦ Industry subject matter experts ♦ Community-based organizations ♦ YouthBuild

ACTIVITIES: Further details of the following activities are in the attached work plan.

1. Serve as Registered Apprenticeship intermediaries to develop and launch RAPs: Using employer input, labor market information, industry and occupational trends, assessment data, and other pertinent resources for data informed decision making, develop RAPs across a strategic range of industry sectors and occupations, serving as a large multi-employer sponsor or as an intermediary.
2. Provide incentive funding to support RAP employers, joint labor management organizations, unions, or industry associations from various geographic regions, especially underrepresented populations and underserved communities.
3. Connect with national, regional, state, and/or local employers and industry groups to expand apprenticeship: partnerships with employers, industry groups, and unions in the identified industry sectors and act as the sponsor or intermediary to facilitate the development of large-scale, multi-employer RAPs.
4. Partnership Building: Develop a broad network of partners to support the rapid development, scaling, and deployment of RAPs. Hub partners will include employers, industry associations, labor unions, intermediaries, AJCCs, and educational entities.
5. Develop technical assistance resources to launch RAPs in critical industries: resources to

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- assist employers, including small and minority-owned businesses, to understand the requirements of launching RAPs (e.g., informational aids and tools for apprenticeship).
6. Promote and encourage employers to utilize pre-apprenticeship directly leading to a RAP: Develop comprehensive career pathways and services for adults and youth within the identified sectors, including developing curriculum, identifying ways to subsidize instructor and employer costs, developing linkage agreements between sponsors and pre-apprenticeship programs, and connecting employers to education providers.
 7. Coordinate and leverage efforts across ABA Registered Apprenticeship Hubs to help expand and scale RAPs as part of a hub network: Coordinate, leverage and develop supports for cohesive efforts with other Hubs to grow the Registered Apprenticeship ecosystem. Use supportive services through WIOA or other funding through AJCCs.
 8. Incorporate the following cross-cutting principles into all activities: Routinely monitor and review pre-Apprenticeship program, RAP and SBWIB Hub activities to ensure the following elements are included: 1) diversity & equity, 2) job quality, 3) support for high-quality, sustainable programs, 4) evidence-based approaches, and 5) new opportunities for innovation, engagement, and ease of access.
 9. Employer/Industry engagement, outreach, support and recruitment: Engage industry and organize stakeholder partners to recruit additional employers in need of innovative methods to develop the talented workforce needed to succeed.
 10. Participant outreach, recruitment and supportive services: Engage a wide range of partners to reach a diverse population for pre-apprenticeship programs and RAPs to serve underrepresented populations and underserved communities. Intake will include

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participant assessments to determine if supportive services are needed.

11. RAP training and follow-up tracking of apprentices: training and supportive services for participants, provide tracking of their progress necessary to ensure proper data collection of participant growth and their successful completion of their apprenticeship. Ensure apprentices are progressing, oversight is occurring at the employer level, supportive services are provided as needed, and apprentices are retained after apprenticeship.

OUTPUTS: 25 high-quality RAPs developed as a result of ABA grant funding (new occupations) ♦ 25 high-quality RAPs expanded as a result of ABA grant funding (additional employers) ♦ 20 pre-apprenticeship programs developed as a result of ABA grant funding ♦ 15 pre-apprenticeship programs expanded as a result of ABA grant funding ♦ 50 stakeholders engaged as a result of ABA grant funding ♦ 30 employers participating in Registered Apprenticeship receiving incentive funding (\$600,000 of total funds), as a result of ABA grant funding ♦ 15 technical assistance resources created as a result of ABA grant funding ♦ 12 new sponsors as a result of ABA grant funding ♦ 800 individuals enrolled in a RAP that was developed using ABA grant funds using cross-cutting principles that include 1) diversity & equity, 2) job quality, 3) support for high-quality, sustainable programs, 4) evidence-based approaches, and 5) new opportunities for innovation, engagement, and ease of access. ♦ 200 individuals enrolled in a pre-apprenticeship that was developed using ABA grant funds using cross-cutting principles that include 1) diversity & equity, 2) job quality, 3) support for high-quality, sustainable programs, 4) evidence-based approaches, and 5) new opportunities for innovation, engagement, and ease of access.

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c. Project Design - (1) Logic Model Elements: The Hub strategy will incorporate the proven and innovative Aero-Flex and Bio-Flex apprenticeship model that West Los Angeles College (WLAC), El Camino College (ECC), and the SBWIB created with guidance from multiple employer partners to meet their evolving workforce needs and demands of emerging technologies. Our Hub model is employer-centric, market-driven, and uses a multi-sector/ multi-sponsor strategy. The model stays current by targeting priority sectors considered high growth, offering good wages and career opportunities which ensure that if the market fluctuates during the grant term, there will be jobs within one or more of the selected sectors. Our program has made great strides registering occupations with the U.S. DOL and DAS. As a current apprenticeship sponsor who is actively running an apprenticeship program and already operating informally as a Registered Apprenticeship Hub, this grant will allow us to formalize and scale our ability to provide technical support to workforce boards, employers and others who will benefit from assistance or advice from an organization with direct experience in: accessing needs; writing relevant, flexible and meaningful training plans; registering apprenticeships; managing apprentices; ensuring progress and tracking, and handling administrative processes. We will assist new sponsors in starting RAPs and assist current sponsors in adding new occupations, industries and employers to existing RAPs. By engaging regularly with current and new "Flex" sector employers, partners and relevant organizations, we will ensure adherence to the Hallmarks of a High-Quality Apprenticeship and High Roads Partnership standards. Unlike most workforce development boards (WDB) which are generally limited to providing services within their territory, the SBWIB has the flexibility to work statewide in response to employer input. As needed, we will partner with local WDBs for WIOA-related services. We will be mindful of market conditions and employer needs throughout the process, adjusting as needed.

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We will continue to simplify the language and process of Registered Apprenticeship and create a variety of technical assistance resources that may include instructional PowerPoints, enrollment and management forms and spreadsheet templates, training plan templates, and easy to understand marketing and instructional materials. All RAPs will be based on employer workplace needs, be professionally designed and vetted by the sponsor's Master Apprenticeship Committee. We will assist sponsors and intermediaries in helping employers understand how using apprenticeship is a workforce development solution that can also help them meet their equity goals. As we define and raise interest in RAPs on the part of both employers and potential apprentices from targeted populations, the SBWIB will leverage a pay-for-performance model. This will include funding as needed for contracted sponsors or intermediaries to provide recruitment, enrollment, tracking and support of participants throughout the apprenticeship. It also includes any training costs and employer incentives that may be needed. This funding support will align with targeted industries and occupations. The SBWIB has a comprehensive custom-built RAP data system to manage the apprentice and pre-apprentice enrollment, and which aligns with RAP data required across state and federal systems, including RAPIDS, WIPS, and CalJOBS; and which facilitates data sharing and reporting across partners. This modernized SBWIB online system includes a Resume Portal to capture new applicant inquiries, a narrative reporting tool to allow partners to easily file quarterly reports, and a self-enrollment platform for participants and case management.

The Hub will enroll 800 participants into RAPs and 200 participants into pre-apprenticeships through the project. The team will work diligently to recruit underrepresented populations and underserved communities, including women, people of color, people with disabilities, veterans, formerly incarcerated individuals, youth, and unemployed or dislocated individuals impacted by

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COVID-19. The SBWIB has more than 50K visitors to our four AJCCs annually and many programs are already in place that identify, target and serve different populations with barriers to employment. Our programs use several strategies to increase RAP enrollments and ensure equal access to training and employment across communities. First, they are modeled after a flexible curriculum that allows the training to be tailored to the individual's existing skill set, preparing them for success. Second, our program allows multiple on and off ramps to provide maximum options for job seekers. Third, we reach youth and other inexperienced or vulnerable populations through pre-apprenticeship, a pipeline development and career exploration tool for preparing and encouraging participants to enter apprenticeship. Fourth, we have strong partnerships with local school districts, post-secondary education institutions, adult schools, community-based organizations and organizations dedicated to serving segments of our target population (see LOCs.) Fifth, through the SBWIB and partners, participants may receive supportive services, including subsidized internet access and other technologies to access training.

One factor that might accelerate or decelerate the work is the degree of responsiveness and engagement of all partners due to yet-named COVID-19 variants, changing market conditions, or other unforeseen conditions. We plan to mitigate these issues through ongoing, open communication with all partners, identifying any engagement changes as soon as possible/ Our Flex model enables the SBWIB and its partners to find creative solutions to accommodate changing needs. A second factor is the willingness of all partners to share the required data for the grant. The SBWIB will ask each partner to sign an agreement up front that clearly lays out the requirements and has already supported numerous partners in identifying a variety of methods to comply with the requirements. A third factor is the degree of compliance of apprentices and pre-apprentices with employer and government health and safety requirements,

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such as having COVID-19 vaccinations. The SBWIB has been supporting participants in a number of its recent programs that required complying with vaccination mandates, and has developed talking points and processes to successfully facilitate compliance.

More than 40 partners have already agreed to participate in this project including 17 employers, 1 intermediary sponsor, 4 industry/trade associations, 3 post-secondary education institutions, the CA Workforce Association, 6 WDBs from across CA, 3 workforce intermediaries, 2 labor unions, 2 outreach and training providers, and YouthBuild. Each Flex program will engage key stakeholders, implement comprehensive community and employer outreach recruitment initiatives, design curricula in conjunction with employers and institutions, with all investing in relationships that bring individuals into the middle and high skill job pipelines. Strong and productive relationships will continue to be built with employers, alternative education institutions, K-12 and the workforce development system to create or expand each Flex program, including the exploration and piloting of Youth Apprenticeship.

(2) Project Work Plan: The overall project goals and milestones for developing and expanding RAPs and pre-apprenticeship programs as outlined in our work plan consist of four short-term goals, seven mid-term goals, and six long-term goals. These goals will enable us to form a multi-partner Registered Apprenticeship Hub that will serve as a network of RAP sponsors and intermediaries in order to expand apprenticeship in CA in the identified industries, and connect job seekers to employers and well-paid careers in quality jobs. Each goal is crafted to begin a logical sequence of events. The short-term goals enable the formation and ramp-up of the Registered Apprenticeship Hub internally and externally. The mid-term goals include the development, creation and registration of RAPs/occupations and pre-apprenticeship programs, and enrollment in these programs, especially among underserved communities and

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underrepresented populations. The long-term goals include an increased number of participants completing pre-apprenticeship and RAPs, especially from underserved communities and underrepresented populations, with an increased number of employers utilizing apprenticeship, and increased collaboration with other Hubs. Based on our years of managing apprenticeship programs as a WIB and apprenticeship sponsor, we are confident that these goals are feasible and attainable while capturing the objective of developing and expanding apprenticeship across CA.

d. Organizational, Administrative, and Fiscal Capacity: (i) Applicant Capacity: For nearly forty years the SBWIB has served as the designated workforce entity for 11 cities in the South Bay Region, managing yearly operating budgets up to \$60M while annually enrolling upwards of 12,000 individuals into workforce and career development programs. As a non-profit organization with a 54-person Board of Directors from every spectrum of the local ecosystem, we are uniquely able to leverage our expertise and earn grants that benefit the South Bay as well as LA County, the state and, through our WLAC DOL Scaling Apprenticeship Grant, administer on a national level. It is part of our mission to help underserved communities and underrepresented populations find employment as 94% of the people we serve have barriers to employment. The Hub will be coordinated and administered through the SBWIB's Special Projects Department. As part of the Hub infrastructure, the SBWIB will establish an effective project administration and governance structure, obtain the necessary approvals, contracts and insurance needed from partners; set up and/or review financial monitoring and communication and reporting systems to ensure alignment with program goals; and expand current technology to set up apprentice data tracking systems to ensure alignment with program goals. To meet DAS and DOL reporting requirements and provide individual record-level data, the SBWIB uses a local database and reporting tool called I-Train that uploads data through API into CalJOBS. I-

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Train is currently utilized for the WLAC DOL Scaling apprenticeship grant to provide data tracking and reporting across several partners and multiple states. Online portals within the I-Train system allow for the enrollments, documents and activities to be collected virtually, and efficient collection of partner reporting information and potential participants' interest in the program. The Hub will be supported by numerous employers, intermediary sponsors, industry/trade associations, educational institutions, outreach and training providers, workforce intermediaries, and professional and community-based organizations, as evidenced by the attached LOCs. Each partner has the capacity to ensure that staffing is adequate (see attached organization charts), trained, and supported in their roles. Program management will ensure that partners and employers maintain extensive HR and payroll records that substantiate and document hours worked, wages to individual apprentices, skills mastery, and apprentice employment outcomes. The Hub will hold regular calls with core partners to ensure effective communication and that the program remains on track. With input from core partners, the SBWIB will develop and distribute the agenda for the meetings and ensure that timely follow-up on items needing revision is achieved. Quarterly, the core partners will review progress and make necessary changes to ensure accountability. Our forty-year history of sound fiscal management and stewardship over federal, state, local and private funds evidence effective fiscal controls through separation of duties, a chart of accounts, and separate tracking of revenue and expenses by individual programs and grants. A cost allocation plan is regularly updated and an approved DOL indirect cost rate of 17.5 (see Indirect Cost Rate Agreement). Building on success in obtaining continuous funding to support apprenticeship directly and through partners over the past five years, we will continue to source, co-enroll and braid resources that include federal funds (DOL); state funds (CA ETP, CA EDD, CWDB, Community College Chancellor's

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Office); county funds (LA Board of Supervisors); and private funds (multiple foundations).

WIOA Title I & II funds can be accessed by individuals seeking services at one of our AJCCs.

(ii) Staffing Plan: See attached staffing plan and bios.

e. Past Performance - Programmatic Capability - (1) Evidence of Past RAP, Pre-Apprenticeship, and Partnership Development

(i) Prior Experience and Performance in RAP and Pre-Apprenticeship Development: The SBWIB has an extensive recent history of successfully developing and executing apprenticeship and pre-apprenticeship programs, with a RAP with DOL and DAS and over 1,200 individuals completing apprenticeship and/or pre-apprenticeship programs over the past five years. The SBWIB has also assisted multiple sponsors at a county, state and national level in registering, managing, and securing millions in dollars in funding for their RAPs, including WLAC, ECC, and Tooling U-SME. The SBWIB has helped dozens of employers across multiple non-traditional apprenticeship industries understand, value, and commit to utilizing apprenticeship to meet their workforce goals.

(ii) Prior Experience in Partnership Development: With over 40 years of experience, the SBWIB has been a major influential workforce entity in the LA Region. Many projects over the years have been completed in collaboration with partners from across the state. Our two primary partners include West Los Angeles College (WLAC) and El Camino College with whom we have partnered on many pre apprenticeship and registered apprenticeship grants funded through the California Chancellor's office. One additional project in particular with WLAC is a collaboration on a DOL Scaling Apprenticeship grant. The SBWIB helped the college write the grant and set up the infrastructure for management of the project and handles a significant portion of the administration for the project. The SBWIB also pulled together numerous

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employer partners and stakeholders from across the nation that has resulted in over 2,000 apprentice enrollments. Many more employer partners are in the wings ready to enroll thousands more due in part because of the SBWIB's partnership coordination efforts.

(iii) Prior Experience with Workforce System and Partner Integration: The SBWIB is the non-profit arm of the local workforce board for LA's South Bay area and one of 45 WDBs in CA. Regularly recognized as a high performing board by the state workforce board, SBWIB manages an extensive network of partnership with employers, educators, community-based organizations and governmental departments. Working within the workforce system, these partnerships help provide services and produce outcomes for nearly 20,000 individuals and upwards of forty million dollars in grant funding each year.

(2) Past Performance Goals/Outcomes and Spending Rate and Tracking of Funds

(i) Performance Goals/Outcomes: See the attached past performance chart of four years of SBWIB's WIOA adult performance. This was chosen for being similar in size (\$5.8 million) and length (4 years). The SBWIB developed the Construction Utilities Pathway Program as an apprenticeship Hub with over 20 partners and enrolled 626 individuals into apprenticeship.

(ii) Spending Rate and Tracking of Funds: The SBWIB has developed several processes and policies to ensure that there is no duplication of funds across the 60+ grants managed over the course of a given program year. Examples of these processes include employee timesheets that track time by activities and hours dedicated to each grant they work on. Before expenditures are booked to a specific grant, they must go through a multi-step approval process that includes program and fiscal management sign off. Each year SBWIB undergoes both internal and external audits of these programs and policies without significant findings or disallowed costs.

f. Budget and Budget Narrative: See the attached Budget SF-424A and Budget Narrative.

ABSTRACT

Lead Applicant / Organization Name: South Bay Workforce Investment Board, Inc.

Lead Applicant Entity Type: Non-profit/Local Workforce Development Board (WDB)

Lead Applicant City and State: Hawthorne, CA

Select Grant Category:

State Apprenticeship System Building and Modernization: up to \$4 million

Expansion of RAP Opportunities for Youth: up to \$5 million

Ensuring Equitable RAP Pathways Through Pre-apprenticeship Leading to RAP Enrollment and Equity Partnerships: up to \$3 million

Registered Apprenticeship Hubs: up to \$6 million for local/regional or statewide and up to \$8 million for national.

If applying for the Set-Aside, please select the primary focus:

Equity partnerships and pre-apprenticeship activities, or

Equity partnerships only, or

Pre-apprenticeship activities only

Project Title: Expanding Flexible Apprenticeship Across California

Funding Amount Requested: \$6,000,000

Applicant's Geographic Scope of Proposed Project: California

Number of apprentices enrolled in RAPs during the life of the grant: 800

Required Partners: (Organization name and entity type)

Northrop Grumman	Employer
The Airplane Factory	Employer
LeFiell Manufacturing	Employer
OSI Optoelectronics	Employer
Stellant Systems	Employer
Bachem Americas, Inc.	Employer
Magnetika, Inc.	Employer
Freudenberg Medical	Employer
Eravant	Employer
Centinela Hospital Medical Center	Employer
Prime Healthcare	Employer
Space Vector Corporation	Employer
Bitwise Industries	Employer
IBM	Employer
Zeem	Employer
Joby Aviation	Employer
Skyports	Employer
BRIC Foundation	Intermediary Sponsor
Hospital Association of Southern California	Industry Association
California Employers Association	Industry Association
BioscienceLA	Industry Association
Biocom California	Industry Association
El Camino College	Industry Association
West Los Angeles College	Post-Secondary Educational Institution
UCLA Extension	Post-Secondary Educational Institution
CA Workforce Association	Workforce Association

Optional Partners: (Organization name and entity type)

PROJECT WORK PLAN FOR CATEGORY 4: REGISTERED APPRENTICESHIP HUB

Applicant Name: South Bay Workforce Investment Board, Inc.
Project Name: Expanding Flexible Apprenticeship in California (EFAC)

Program Goal: Form a multi-partner apprenticeship Hub to serve as a network of sponsors and intermediaries for RAP in order to expand apprenticeship in CA in the identified industries and connect job seekers to employers and well-paid careers in quality jobs.

Outcome #1: Short-Term Project Goals

1. Hub infrastructure in place needed for managing a large multi-sponsor and employer apprenticeship consortium
2. Potential new sponsors, intermediaries, employers and stakeholders identified
3. Potential new high-quality apprenticeship and pre-apprenticeship programs/occupations in non-traditional industries identified
4. Training providers identified for various occupations that will be registered

Short-Term Project GOAL #1	Hub infrastructure in place needed for managing a large multi-sponsor and employer apprenticeship consortium			
<p>Key Activities: Lay the groundwork for Hub setup, including setting up and/or refining an effective project administration and governance structure; obtaining the necessary approvals, contracts and insurance needed from partners; setting up and/or reviewing financial monitoring and communication and reporting systems to ensure alignment with program goals; setting up and/or reviewing apprentice data tracking systems to ensure alignment with program goals.</p>	<p>Milestones/Outputs: 1) Required contracts and financial monitoring and reporting systems in place 2) Contracts approved and in place with employers</p>	<p>Measures: 1) SBWIB internal systems in place 2) 30 Contracts with partners are in place</p>	<p>Due Dates: 1) Hub Infrastructure in place: 6/30/2023 2) Contracts in place: 12/31/2023</p>	<p>Responsible Parties/Key Partners: SBWIB</p>

Short-Term Project GOAL #2		Potential new sponsors, intermediaries, employers and stakeholders identified		
Key Activities: Meet and engage with sponsors, employers, training partners and other stakeholders to facilitate apprenticeship occupation registrations and participant enrollment.	Milestones/Outputs: 1) Stakeholders engaged 2) New sponsors identified and created	Measures: 1) 50 Stakeholders engaged 2) 12 New sponsors created	Due Dates: 12/31/2023	Responsible Parties/Key Partners: 1) SBWIB 2) Workforce Boards 3) Intermediaries
Short-Term Project GOAL #3		Potential new high-quality apprenticeship and pre-apprenticeship programs/occupations in non-traditional industries identified		
Key Activities: Meet with sponsors, employers, training partners and other stakeholders to identify in-demand occupations for RAP and pre-apprenticeship creation.	Milestones/Outputs: 1) RAPs identified for development 2) Pre-apprenticeships identified for development	Measures: 1) 25 occupations identified for apprenticeship development 2) 15 Pre-apprenticeships identified for development	Due Dates: 12/31/2023	Responsible Parties/Key Partners: 1) SBWIB 2) Workforce Boards 3) Sponsors 4) Intermediaries 5) Secondary and post-secondary education providers
Short-Term Project GOAL #4		Training providers identified for various occupations that will be registered		
Key Activities: As apprenticeship occupations are identified, training providers will be matched with the apprenticeships in collaboration with employers, intermediaries and sponsors.	Milestones/Outputs: Training providers are identified for each apprenticeship	Measures: 10 Training providers are identified	Due Dates: 12/31/2023	Responsible Parties/Key Partners: 1) SBWIB 2) Workforce Boards 3) Sponsors 4) Intermediaries 5) Employers

Outcome #2: Mid-Term Project Goals

1. RAPs and pre-apprenticeships expanded
2. Sponsors registered
3. New high-quality non-traditional apprenticeship and pre-apprenticeship programs/occupations are registered
4. Pre-Apprenticeship career pathways are developed or expanded and linked to Registered Apprenticeship
5. Increased utilization of pre-apprenticeship by employers, youth and adults as a career pathway to Registered Apprenticeship and employment
6. Increased number job seekers enrolled into apprenticeship and hired by employers as apprentices
7. Tracking evidences increased diversity, equity, inclusion and accessibility in pre-apprenticeship and Registered Apprenticeships enrollments

Mid-Term Project GOAL #1		RAPs and pre-apprenticeships expanded		
Key Activities: Expand usage of current RAPs and related pre-apprenticeships	Milestones/Outputs: 1) RAPs expanded 2) Pre-apprenticeship expanded	Measures: 1) 25 RAPs expanded 2) 15 Pre-apprenticeships expanded	Due Dates: 12/31/2024	Responsible Parties/Key Partners: 1) SBWIB 2) Workforce Boards 3) Sponsors 4) Intermediaries 5) Secondary and post-secondary education providers
Mid-Term Project GOAL #2		Sponsors registered		
Key Activities: Assist identified sponsors to file their standards with the DOL and the California Department of Apprenticeship Standards (DAS).	Milestones/Outputs: Standards written for sponsors to file with DOL and DAS	Measures: 1) 12 standards are written and submitted for DOL approval 2) 12 standards are written and submitted for DAS approval	Due Dates: 12/31/2024	Responsible Parties/Key Partners: 1) SBWIB 2) Workforce Boards 3) Sponsors

Mid-Term Project GOAL #3		New high-quality non-traditional apprenticeship programs/occupations are registered		
Key Activities: Develop new apprenticeship training plans for in-demand occupations with program sponsors and employers. This will be guided by employer input, labor market information, industry and occupational trends, assessment data, and other information. RAPs will be deployed across a range of priority industry sectors.	Milestones/Outputs: Training plans are written and registered with DOL and DAS	Measures: 25 RAPs training plans are registered	Due Dates: 12/31/2024	Responsible Parties/Key Partners: 1) SBWIB 2) Sponsors 3) Intermediaries 4) Employers
Mid-Term Project GOAL #4		Pre-Apprenticeship career pathways are developed or expanded and linked to Registered Apprenticeship		
Key Activities: 1) Work with partners to develop or expand career pathways for adults and youth from pre-apprenticeship programs to RAPs within the identified sectors, which will include developing curriculum, and linkage agreements between sponsors and pre-apprenticeship programs. 2) Work with employer partners to understand how pre-apprenticeship programs can contribute to their long-term need for a highly trained workforce and meet their diversity, equity and inclusion goals.	Milestones/Outputs: 1) Pre-apprenticeship Career pathways outlined 2) Curriculum developed 3) Linkage agreements in place with sponsors 4) Pre-apprenticeship programs are created or expanded 4) Employers understand the benefits of using pre-apprenticeship	Measures: 1) 25 Pre-apprenticeship programs are created 2) 15 Pre-apprenticeship programs link to RAPs	Due Dates: 12/31/2024	Responsible Parties/Key Partners: 1) SBWIB 2) Sponsors 3) Intermediaries 4) Employers 5) Secondary and post-secondary education providers

Mid-Term Project GOAL #5	Increased utilization of pre-apprenticeship by employers, adults and youth as a career pathway to Registered Apprenticeship and employment			
Key Activities: 1) Create and distribute marketing materials. 2) Outreach to employers, target populations, community partners and referral agencies. 2) Enroll participants in pre-apprenticeship programs.	Milestones/Outputs: 1) Marketing materials are created and distributed 2) Relationships are built with referral agencies and employers to offer pre-apprenticeship opportunities to youth and adults 3) Participants are enrolled	Measures: 1) Marketing materials distributed to 25 community partners 1) 25 new pre-apprenticeship programs are in use by employers 2) 15 expanded pre-apprenticeship programs are in use by employers	Due Dates: 12/31/2025	Responsible Parties/Key Partners: 1) SBWIB 2) Workforce Boards 3) Sponsors 4) Intermediaries 5) Employers 6) Secondary and post-secondary education providers
Mid-Term Project GOAL #6	Increased number of job seekers enrolled into apprenticeship and hired by employers as apprentices			
Key Activities: 1) Recruit from high schools, community colleges, CBOs, NGOs, employers, career fairs, AJCCs and public agencies such as the CA Dept of Public Social Services and CA Dept of Rehabilitation. 2) Perform assessments for intake to determine eligibility and need for supportive services. 3) Engage industry and organize stakeholder partners to recruit employers interested in hiring and using apprenticeship models to build their workforce pipeline and hire the talent they need to succeed.	Milestones/Outputs: 1) Partners organized and participant recruiting ongoing 2) Intake eligibility and Assessment procedures are in place 3) Employers are recruited 4) Individuals enrolled into a RAP	Measures: 1) Assessment intake procedures are in place 2) 800 individuals are assessed and enrolled in a RAP	Due Dates: 12/31/2025	Responsible Parties/Key Partners: 1) SBWIB 2) Workforce Boards 3) Sponsors 4) Intermediaries 5) Employers 6) Secondary and post-secondary education providers

Mid-Term Project GOAL #7	Tracking evidences increased diversity, equity, inclusion and accessibility in pre-apprenticeship and Registered Apprenticeships enrollments			
<p>Key Activities:</p> <p>1) Outreach to a diverse population for pre-apprenticeship and RAPs to effectively serve underrepresented populations and underserved communities, with a focus on women, veterans, formerly incarcerated individuals, people with disabilities, youth, and people of color.</p> <p>2) Outreach to employers including small and minority-owned businesses, target populations, community partners and referral agencies.</p> <p>3) Recruit from high schools, community colleges, CBOs, NGOs, employers, career fairs, American Jobs Centers and public agencies such as the CA Dept of Public Social Services and CA Dept of Rehabilitation.</p>	<p>Milestones/Outputs:</p> <p>1) Relationships with employers and referral agencies and partners built and underrepresented populations and underserved communities identified</p> <p>2) Minority-owned employers are engaged</p> <p>3) Cross-cutting principles are incorporated into all activities to ensure diversity, equity and inclusion in programs</p>	<p>Measures:</p> <p>Women, veterans, formerly incarcerated individuals, people with disabilities, youth and people of color enrollments increase 10% each year</p>	<p>Due Dates:</p> <p>12/31/2025</p>	<p>Responsible Parties/Key Partners:</p> <p>1) SBWIB</p> <p>2) Workforce Boards</p> <p>3) Sponsors</p> <p>4) Intermediaries</p> <p>5) Employers</p> <p>6) Secondary and post-secondary education providers</p>

Outcome #3: Long-Term Project Goals

1. Statewide Apprenticeship Hub established for California for selected non-traditional industries
2. Partnerships and collaboration formed with other Hubs to coordinate, leverage, and develop supports to grow and expand a Registered Apprenticeship ecosystem throughout California and nationwide.
3. Increased number of participants complete pre-apprenticeship, especially from underserved communities and underrepresented populations
4. Increased number of participants complete a high-quality apprenticeship, especially from underserved communities and underrepresented populations
5. Increased number of employers utilizing apprenticeship, including small and/or minority-owned employers
6. Tracking and progress of participants is done, and data collection is complete

Long-Term Project GOAL #1	Statewide Apprenticeship Hub established for California for non-traditional industries			
<p>Key Activities:</p> <p>1) Create an apprenticeship Hub that is able to serve partners statewide with technical assistance and support for managing apprenticeship programs and developing them for non-traditional apprenticeship industries.</p> <p>2) Develop and provide resources to assist employers, including small and minority-owned businesses, in understanding the requirements of launching RAPs. Resources such as informational aids and tools for apprenticeship management will be produced for employer use.</p>	<p>Milestones/Outputs:</p> <p>1) Network of partners is set up and all are using the Hub ecosystem</p> <p>2) Technical assistance resources are produced</p>	<p>Measures:</p> <p>1) Hub network is setup in California managed by the SBWIB</p> <p>2) Technical assistance resources are made available</p>	<p>Due Dates:</p> <p>6/30/2026</p>	<p>Responsible Parties/Key Partners:</p> <p>1) SBWIB</p> <p>2) Workforce Boards</p> <p>3) Sponsors</p> <p>4) Intermediaries</p> <p>5) Employers</p>

Long-Term Project GOAL #2	Partnerships and collaboration formed with other Hubs to coordinate, leverage, and develop supports to grow and expand a Registered Apprenticeship ecosystem throughout California and nationwide.			
Key Activities: Coordinate, leverage and develop supports for cohesive efforts with other Hubs to grow the Registered Apprenticeship ecosystem.	Milestones/Outputs: 1) Partnerships are established with other Hubs 2) Services available are coordinated and made available to participants if needed	Measures: Partnerships are established with other Hubs	Due Dates: 6/30/2026	Responsible Parties/Key Partners: SBWIB
Long-Term Project GOAL #3	Increased number of participants complete pre-apprenticeship, especially from underserved communities and underrepresented populations			
Key Activities: 1) Promote and work with employer partners to understand how pre-apprenticeship programs can contribute to their long-term need for a highly-trained workforce and meet their DEI goals. 2) Work with partners to educate and recruit from high schools, community colleges, CBOs, NGOs, employers, career fairs, AJCCs and public agencies such as the CA Dept of Public Social Services and CA Dept of Rehabilitation to especially focus on underserved communities and underrepresented populations.	Milestones/Outputs: Increased use and enrollment into pre-apprenticeship	Measures: 1) 10% increased use and enrollment per year into pre-apprenticeship 2) 200 pre-apprentices enrolled, at least 80% (160) completed	Due Dates: 6/30/2026	Responsible Parties/Key Partners: 1) SBWIB 2) Workforce Boards 3) Sponsors 4) Intermediaries 5) Employers 6) Secondary and post-secondary education providers

Long-Term Project GOAL #4	Increased number of participants complete a high-quality apprenticeship, especially from underserved communities and underrepresented populations			
<p>Key Activities:</p> <p>1) Engage a wide range of partners to outreach to a diverse population for pre-apprenticeship and Registered Apprenticeship programs, to effectively serve underrepresented populations and underserved communities.</p> <p>2) Intake will include assessments of participants to determine eligibility for supportive services needed to ensure the participant's success.</p> <p>3) Identify various geographic regions of the State to support employers, with a focus on underrepresented populations and underserved communities.</p>	<p>Milestones/Outputs:</p> <p>1) Outreach to diverse populations are accomplished through partners</p> <p>2) Assessments are monitored for eligibility of supportive services</p> <p>3) Services are provided to regions with needs for underrepresented populations and underserved communities</p>	<p>Measures:</p> <p>1) 10% increased use and enrollment per year into pre-apprenticeship</p> <p>2) Outreach recruiting materials are created and distributed to 25 community partners</p> <p>3) 800 apprentices are enrolled, at least 80% (640) completed</p>	<p>Due Dates:</p> <p>6/30/2026</p>	<p>Responsible Parties/Key Partners:</p> <p>1) SBWIB</p> <p>2) Workforce Boards</p> <p>3) Sponsors</p> <p>4) Intermediaries</p> <p>5) Employers</p>

Long-Term Project GOAL #5	Increased number of employers utilizing apprenticeship, including small and/or minority-owned employers			
<p>Key Activities:</p> <ol style="list-style-type: none"> 1) Engage industry and organize stakeholder partners to recruit additional employers. 2) Work with employers to understand how apprenticeship programs can contribute to their long-term hiring targets and meet their diversity goals. 3) Assist and support employers in defining needed skill sets and jointly develop occupation training plans. 4) Provide technical support to employers on managing their apprenticeship program. 5) Identify opportunities to support employers, joint labor management organizations, unions, or industry associations with incentive funding for development of RAPs or other program development needs. 	<p>Milestones/Outputs:</p> <ol style="list-style-type: none"> 1) Minority-owned employers are engaged to use apprenticeship 2) Technical support is provided to partners and employers 	<p>Measures:</p> <ol style="list-style-type: none"> 1) Employer participation utilizing apprenticeship increases by 10%/year 2) 30 Employers participating in a RAP 3) 10 minority-owned employers use apprenticeship or pre-apprenticeship 4) Technical support provided to 20 employers 5) \$600K incentive funding is used to support training and development of RAP 	<p>Due Dates: 6/30/2026</p>	<p>Responsible Parties/Key Partners:</p> <ol style="list-style-type: none"> 1) SBWIB 2) Workforce Boards 3) Sponsors 4) Intermediaries 5) Employers

Long-Term Project GOAL #6	Tracking and progress of participants is done, and data collection is complete			
<p>Key Activities:</p> <p>1) Work with employers and other less experienced partners to garner all needed data so that DOL quarterly and final reporting is completed and submitted on time. Data will include grant funding as well as leveraged resource expenditures. The data will be reviewed by SBWIB to ensure the project is on-track to meet its intended outcomes and is fiscally on target.</p> <p>2) SBWIB Hub activities will be routinely monitored and reviewed to ensure the following elements are included: a) diversity & equity, b) job quality, c) support for high-quality, sustainable programs, d) evidence-based approaches, and e) new opportunities for innovation, engagement, and ease of access.</p> <p>3) Ensure apprentices are progressing, oversight is occurring at the employer level, supportive services are provided if needed, and apprentices are retained after apprenticeship.</p>	<p>Milestones/Outputs:</p> <p>1) Documentation and data are collected from partners</p> <p>2) Project activities, outcomes, outputs, and goals are met</p>	<p>Measures:</p> <p>SBWIB Hub collects from each partner—WDBs, employers, other training partners, community partners, and others—the data that is required for DOL quarterly reports and ensures it is timely and accurate.</p>	<p>Due Dates:</p> <p>6/30/2026</p>	<p>Responsible Parties/Key Partners:</p> <p>SBWIB</p>

Los Angeles WDB	Workforce Intermediary: WDB
Foothill WDB	Workforce Intermediary: WDB
SELACO WDB	Workforce Intermediary: WDB
Verdugo WDB	Workforce Intermediary: WDB
Goodwill Southern California	Workforce Intermediary
Mother Lode WDB	Workforce Intermediary: WDB
Fresno WDB	Workforce Intermediary: WDB
CA Department of Education	Workforce Intermediary: State Agency
CA Department of Rehabilitation	Workforce Intermediary: State Agency
Animation Guild Local 839	Workforce Intermediary: Labor Union
Animation Guild Local 80	Workforce Intermediary: Labor Union
Oak Crest Institute of Science	Outreach & Training Organization
Project Lead the Way	Outreach & Training Organization
<p>Project Purpose: Form a multi-partner Registered Apprenticeship Hub that will serve as a network of Registered Apprenticeship Program (RAP) sponsors and intermediaries in order to expand apprenticeship in CA in the following industries and connect job seekers to employers and well-paid careers in quality jobs: 1) manufacturing; 2) healthcare; 3) IT/cybersecurity; 4) arts, media & entertainment; and 5) clean energy/transportation.</p>	
<p>Subrecipient Activities: Apprenticeship development and registration; apprenticeship recruitment, enrollment and management</p>	
<p>List of Credential(s) to be awarded: Stackable credentials (exact credentials will depend on apprenticeship or pre-apprenticeship program enrolled in)</p>	
<p>SUMMARY OF PROGRAM ACTIVITIES:</p> <ol style="list-style-type: none"> 1. Serve as Registered Apprenticeship intermediaries to develop and launch RAPs. 2. Provide incentive funding to support RAP employers. 3. Connect with national, regional, state, and/or local employers and industry groups to expand apprenticeship. 4. Develop a board network of partners to support RAP development and scaling. 5. Develop technical assistance resources to launch RAPs in critical industries. 6. Encourage employers to utilize pre-apprenticeship directly leading to a RAP. 7. Coordinate and leverage efforts across ABA Registered Apprenticeship Hubs to help expand and scale RAPs as part of a hub network. 8. Incorporate the following cross-cutting principles into all activities: 1) equity, 2) job quality, 3) support for high-quality, sustainable programs, 4) evidence-based approaches, and 5) new opportunities for innovation, engagement, and ease of access. 9. Engage industry and organize stakeholder partners to recruit additional employers in need of innovative methods to develop the talented workforce needed to succeed. 10. Engage a wide range of partners to help underrepresented populations and underserved communities access pre-apprenticeship programs. 11. Arrange training and supportive services for participants and ensure proper data collection of participant growth and successful completion of their apprenticeship. 	
<p>Public Contact Information: Name: Chris Cagle Title: Regional Affairs Manager Address: 11539 Hawthorne Blvd. Suite 500, Hawthorne, CA 90250 Phone Number: (310) 970-7700 Email Address: ccagle@sbwib.org</p>	



CITY OF INGLEWOOD

Office of the Mayor



James T. Butts, Jr.
Mayor

April 18, 2022

Jan Vogel
Executive Director
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Vogel:

As the Chief Elected Official for the South Bay Workforce Investment Board (SBWIB), I am pleased to offer my support for the SBWIB's grant application to the U.S. DOL to serve as an apprenticeship Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

As the lead elected body of the SBWIB workforce consortium of 11 cities, the City of Inglewood is a major beneficiary of the innovative and very effective programs SBWIB has developed over the years to provide employment and training opportunities and career pathways for adults and youth, including those with significant employment barriers.

Inglewood has always had a strong relationship with the SBWIB and have worked with them for years on a variety of workforce issues and programs. We are prepared to work with the SBWIB and its partners through this grant and fully support their future collaboration to strengthen and modernize the RAP system centered on equity and inclusion and to promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

On behalf of the City of Inglewood, we send our best regards.


James T. Butts, Jr.

Mayor
City of Inglewood



Letters of Commitment

REQUIRED PARTNERS

Employers

Manufacturing (Aerospace and Bioscience)

1. Northrop Grumman
2. The Airplane Factory
3. LeFiell Manufacturing
4. OSI Optoelectronics
5. Stellant Systems
6. Bachem Americas, Inc.
7. Magnetika, Inc.
8. Freudenberg Medical
9. Eravant

Healthcare

10. Centinela Hospital Medical Center
11. Prime Healthcare

Information Technology/Cybersecurity

12. Space Vector Corporation
13. Bitwise Industries
14. IBM

Clean Energy/Transportation

15. Zeem
16. Joby Aviation
17. Skyports

Intermediary Sponsors

1. BRIC Foundation

Industry/Trade Associations

1. Hospital Association of Southern California
2. California Employers Association
3. Los Angeles CleanTech Incubator
4. BioscienceLA
5. Biocom California

Post-Secondary Educational Institutions

1. El Camino College
2. West Los Angeles College
3. UCLA Extension

Workforce Associations

1. California Workforce Association

CONGRESSIONAL LETTERS

1. Congresswoman Maxine Waters
2. Congressman Ted Lieu

OPTIONAL PARTNERS

Workforce Intermediaries

Southern California

1. Los Angeles Workforce Development Board
2. Foothill Workforce Development Board
3. SELACO Workforce Development Board
4. Verdugo Workforce Development Board
5. Goodwill Southern California

Northern California

5. Mother Lode Workforce Development Board
6. Fresno Workforce Development Board

State of California

7. California Department of Education
8. California Department of Rehabilitation

Labor Unions

9. Animation Guild Local 839
10. Animation Guild Local 80

Outreach & Training Providers

1. Oak Crest Institute of Science
2. Project Lead the Way

YouthBuild

Dear Mr. Cagle:

On behalf of Northrop Grumman Corporation (Northrop Grumman), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Northrop Grumman, with over 90,000 employees across the United States, designs, develops, manufactures, and supports products and solutions in autonomous systems, cyber, C4ISR (Command, Control, Communications, Computers, Intelligence, Surveillance and Reconnaissance), space, strike, and logistics and modernization. The company solves the toughest problems in space, aeronautics, defense, and cyberspace to meet the ever-evolving needs of its customers in the United States and abroad. The Company primarily serves government customers, in many different mission areas including intelligence, surveillance and reconnaissance; communications; battle management; strike operations; electronic warfare; launch and missile defense; earth observation; space science; and space exploration. The Company conducts most of its business with the U.S. Government, principally the Department of Defense, as well as other domestic and international customers. As Northrop Grumman moves out of the pandemic and recovers, we are hopeful to continue growing. Growth and innovation are driving the need for more advanced manufacturing and technology connected skill sets across our existing and newly hired workforce. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

Northrop Grumman supports life-long learning for our workforce. We invest heavily in new hire training, the upskilling of existing workers, and support our workforce in attaining degrees to support their career progressions through our tuition-reimbursement program.

We have a strong relationship with the SBWIB and have been working with the organization and its partners to employ apprenticeship, recruit candidates, and access training funds. We look forward to continuing to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,



Dave Ritchie

Apprentice Program Manager, Mechanical Manufacturing & Engineering

Northrop Grumman Corporation

Strategic Space Systems Division

david.ritchie@ngc.com

(310) 812-7745



The Airplane Factory, Inc.
3401 Airport Dr
Torrance, CA 90505
Phone: +1-424-241-0341
info@airplanefactory.com

April 12, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of The Airplane Factory, Inc., we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

The Airplane Factory, Inc. is the exclusive Sling Aircraft distributor for the United States, Canada and Mexico. Located at the Torrance Airport in California, we manufacture and test, support and service the world class light-sport and experimental homebuilt aircraft and distribute them through our large network of contacts within the aviation industry.

We have a strong relationship with the SBWIB and have been working with the organization and its partners to employ apprenticeship, recruit candidates and access training funds. We are also interested in both the adult apprenticeship training and participating in the SBWIB's newly proposed youth apprenticeship project. We look forward to continuing to utilize their employer-centric and flexible Apprenticeships programs to help us meet our staffing and training needs.

The anticipated outcome of our participation in this grant will be to train, upskill or hire 25 apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub program by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in black ink, appearing to read 'Matt Liknaitzky', written over a white rectangular area.

Matt Liknaitzky
The Airplane Factory / Sling Pilot Academy
(424) 250-0648



EMPLOYEE OWNED - ESOP

<http://www.lefiell.com>

April 13, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of LeFiell Manufacturing, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

LeFiell Manufacturing fabricates the most critical precision tubular products in support of the commercial airplane, defense, and aerospace industries. From an inauspicious beginning as a small tool and die shop established in 1930 by C. K. LeFiell, an engineer and inventor, the company has evolved into the global leader in the design and fabrication of precision tubular products. As LeFiell Manufacturing moves out of the pandemic and recovers, we are hopeful to continue growing as we replace our retiring workforce and develop a strong workforce pipeline. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

We have a strong relationship with the SBWIB and have been in conversation with them about how they can support our workforce development efforts to employ apprenticeship, recruit candidates, and access training funds. We look forward to continuing to explore opportunities to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment. We are interested in both adult apprenticeship training and also participating in the SBWIB's newly proposed youth apprenticeship pilot project.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in blue ink, appearing to read 'Susan Yoshiba-Manzon', is written over the 'Regards,' text.

Susan Yoshiba-Manzon
Director of Human Resources & EHS
LeFiell Manufacturing Company



April 14, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board 11539
Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf OSI Optoelectronics, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

OSI Optoelectronics is the largest designer and manufacturer of standard and custom optical sensors and photonics in the United States of America. As a global company with over 5,000 employees that is headquartered in Hawthorne, CA, we have over 40 years of combined experience in the field of optoelectronics and continue to put forth excellent engineering solutions aligned with efficient manufacturing to meet ever demanding customer requirements. As OSI Optoelectronics moves out of the pandemic and recovers, we are hopeful to renew hiring and continue growing.

We have a strong relationship with the SBWIB, are a member of their Aero-Flex Unilateral Advisory Committee employer group and have been working with the organization and its partners for the past couple years to employ pre-apprenticeship and apprenticeship, recruit candidates, and access training funds. We look forward to continuing to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs. We are interested in both adult apprenticeship training and participating in the SBWIB's newly proposed youth apprenticeship pilot project.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Sincerely,

Maria Granados
Director, Human Resources
(310) 349-2211

12525 Chadron Avenue, Hawthorne, CA 90250



April 18, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of Stellant Systems, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Stellant Systems is an agile aerospace and defense technology innovator, delivering end-to-end solutions that meet customers' mission-critical needs. Stellant Systems employs over 600 people in Los Angeles County. We provide advanced defense and commercial technologies across air, land, sea and space domains. Stellant Systems has been actively hiring throughout the pandemic and we expect to add many employees to our team over the coming months. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

We have a strong relationship with the SBWIB and are a member of their Aero-Flex Unilateral Advisory Committee employer group. We look forward to continuing to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs.

Our role will be to support the Flex Apprenticeship program. We hope to be able to help by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

Geri Brewster

Geri Brewster
Chief Human Resources Officer



Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Kimberley Miller
VP Human Resources
Direct Tel No. 310 784 7350
Mobile Tel No. 760 214 4178
E-Mail: Kimberley.Miller@Bachem.com
www.bachem.com

April 13, 2022

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of Bachem Americas, Inc., we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Bachem is an independent, technology-based, public biochemical manufacturing company providing full service to the pharma and biotech industry. Bachem is specialized in the process development and the manufacturing of peptides and complex organic molecules as active pharmaceutical ingredients (APIs), as well as innovative biochemicals for research purposes. Bachem has more than 45 years of experience in peptide research, excellent know-how in peptide chemistry and organic synthesis, efficient manufacturing processes and sets industry standards.

We have a strong relationship with the SBWIB, are a founding member of their Bio-Flex Unilateral Advisory Committee employer group, and have been working with the organization and its partners for years to employ apprentices, recruit candidates, and access training funds. This includes enrolling employees in the SBWIB's registered apprenticeship occupations and considering participating in the SBWIB's newly proposed youth apprenticeship pilot project. We look forward to continuing to utilize their employer-centric and flexible Apprenticeships programs to help us meet our staffing and training needs.

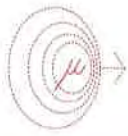
The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Best Regards,

Kimberley Miller
Vice President, Human Resources
Bachem Americas, Inc.



MAGNETIKA

April 18, 2022

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of Magnetika, Inc., we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California

For over 50 years Magnetika has established itself as a preeminent supplier of custom electronic components to the aerospace and defense industries, serving all the major defense contractors in the United States and the Department of Defense. Our company has three manufacturing locations in the United States: Gardena, CA, Phillipsburg, NJ as Magnetika, Inc., and Marlborough, MA as Magnetika/East LP with a collective workforce of over 100 employees.

We have a strong relationship with the SBWIB, are a founding member of their Aero-Flex Unilateral Advisory Committee employer group and have been working with the organization and its partners for years to employ apprentices, recruit candidates, and access training funds. This includes enrolling employees in the SBWIB's registered apprenticeship occupations. We look forward to continuing to utilize their employee-centric and flexible Apprenticeships programs to help us meet our staffing and training needs.

We are interested in both adult apprenticeship training and also participating in SBWIB's newly proposed youth apprenticeship pilot project. Some of the occupations that are currently a priority for us include Electrical Test Technicians and Electro-Mechanical Assemblers. We will also strive to co-enroll apprentices into other apprenticeship grants, if possible, to leverage resources.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Warmest Regards


Catherine Holdbrook-Smith

Human Resources Manager

CALIFORNIA
2041 West 139th Street
Gardena, CA 90249

Tel: (310) 527-8100 | Fax: (310) 527-8101

NEW JERSEY
300 Red School Lane
Phillipsburg, NJ 08865

Tel: (908) 454-2600 | Fax: (908) 454-3172

April 14, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board 11539
Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf Freudenberg Medical, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Freudenberg Medical is a global contract manufacturing company for the design, development and manufacture of medical devices, medical components, and medical tubing. As a global company with nearly 300 employees in our Southern California locations in Carpinteria and Baldwin Park, we work with some of the largest, most highly regarded medical device companies in the world. We expect to continue growing to meet the demand and will be seeking to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

We have a strong relationship with the SBWIB, are a member of their Bio-Flex Unilateral Advisory Committee employer group and have been working with the organization and its partners for the past couple years to employ pre-apprenticeship and apprenticeship, recruit candidates, and access training funds. We look forward to continuing to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs. We are interested in both adult apprenticeship training and participating in the SBWIB's newly proposed youth apprenticeship pilot project.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,



Rechele Mendez
Regional HR Manager
626-404-0179



NEXT GENERATION MILLIMETERWAVE COMPONENTS

501 Amapola Avenue
Torrance, CA 90501
T: 424-757-0168 | F: 424-757-0188
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April 14, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf Eravant, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Eravant is an award-winning woman-owned engineering firm known for changing the millimeter wave components market through standardization and borrowed practices of scale. With one of the broadest product offerings in the industry, Eravant designs and manufactures active and passive components from 18-220 GHz for commercial, test, and military applications. As Eravant moves out of the pandemic and recovers, we are hopeful to continue growing and develop a strong workforce pipeline. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

We have a strong relationship with the SBWIB, are a member of their Aero-Flex Unilateral Advisory Committee employer group and have been working with the organization and its partners for the past couple years to employ pre-apprenticeship and apprenticeship, recruit candidates, and access training funds. We look forward to continuing to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related

April 19, 2022

Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,



Wendy Shu

CEO

(424) 757-0168



Centinela Hospital Medical Center



April 13, 2022

Jan Vogel
Executive Director
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Vogel:

On behalf of Centinela Hospital, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

As a member of the Prime Healthcare network, Prime is an award-winning health system operating 45 hospitals and more than 300 outpatient locations in 14 states, providing over 2.6 million patient visits annually. We have 17 hospitals across the state of California and have one of the nation's leading health systems with nearly 50,000 employees and physicians dedicated to providing the highest quality, value-based healthcare. As Prime Healthcare moves out of the pandemic and recovers, we are hopeful to continue growing. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

We have a strong relationship with the SBWIB. As the CEO of Centinela Hospital Medical Center, I have been a long-time SBWIB, Inc. board member and have been in conversation with the SBWIB about how we can support our workforce development needs to employ apprentices, recruit candidates, and access training funds.

We look forward to exploring opportunities to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs. Some of the occupations that are currently a priority for us and that could become an apprenticeship include: Respiratory Tech, Radiology Tech, X-Ray Technician, Pharmacy Tech, Licensed Vocational Nurses, Certified Nursing Assistants and Clinical Laboratory Specialists.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.



Centinela Hospital Medical Center



Our role will be to support the Apprenticeship program by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

Mohammad Naser, CEO



April 18, 2022

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of Prime Healthcare, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Prime Healthcare is an award-winning health system operating 45 hospitals and more than 300 outpatient locations in 14 states, providing over 2.6 million patient visits annually. We have 17 hospitals across the state of California and have one of the nation's leading health systems with nearly 50,000 employees and physicians dedicated to providing the highest quality, value-based healthcare. As Prime Healthcare moves out of the pandemic and recovers, we are hopeful to continue growing. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

We have a strong relationship with the SBWIB. The CEO of one of our hospitals, Centinela Hospital Medical Center, has been a long-time SBWIB, Inc. board member and we have been in conversation with the SBWIB about how they can support our workforce development needs to employ apprentices, recruit candidates, and access training funds.

We look forward to exploring opportunities to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs. Some of the occupations that are currently a priority for us and that could become an apprenticeship include: Respiratory Tech, Radiology Tech, X-Ray Technician, Pharmacy Tech, Licensed Vocational Nurses, Certified Nursing Assistants and Clinical Laboratory Specialists.

The anticipated outcome of our participation in this grant will be to train, upskill or hire 100 apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the Flex Apprenticeship program by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed. Our participation will enhance or exceed what already exists locally.



We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

Grace Carcich, MSN, RN
Corporate Director of Education
Prime Healthcare Services
400 West Blackwell St.
Dover, NJ 07801
973-537-3838



20520 Nordhoff Street
Chatsworth, CA 91311
818-734-2600
www.spacevector.com

April 14, 2022

ISO9001:2008 and AS9100C Certified

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250
Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf Space Vector Corporation, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Space Vector has been a premium supplier to the aerospace industry for more than 49 years. With 30 employees in Chatsworth, CA, our customers span the spectrum of small new entrant launch vehicle providers to the big primes. As Space Vector moves out of the pandemic and recovers, we are hopeful to renew hiring and continue growing. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals. We currently employ apprenticeship to meet our staffing and training needs and look forward to utilizing IT-Flex and Aero-Flex Apprenticeships as our needs continue to expand.

We have a strong relationship with the SBWIB, are a member of their Aero-Flex Unilateral Advisory Committee employer group and have been working with the organization and its partners for the past couple years to employ apprenticeship, recruit candidates, and access training funds. This includes enrolling employees in the SBWIB's registered apprenticeship occupations. We look forward to continuing to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

Tim Gray
Vice President
818-428-6212

April 14, 2022



Writer contact:

Jake Soberal

jsoberal@bitwiseindustries.com

559.500.3305

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

**Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant
(FOA-ETA-22-06)**

Dear Mr. Cagle:

On behalf of Bitwise Industries, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Since 2013, Bitwise Industries, a female and minority-led technology company headquartered in Fresno, CA, has been training underrepresented people from underestimated places for jobs in the digital economy. Our workforce programs have trained over 8,000 students, with 80% of job seekers finding employment in tech jobs following our program, resulting in over \$295 million of aggregate wages, mostly for women and minorities. Many of these individuals have gone from making under \$21K/year to well over \$61K/year. Furthermore, the technology consulting side of our business has hired many of these students to help cities build and strengthen their digital infrastructure, proving it is possible to build stellar technology in places with diverse, nontraditional talent. Since launching in Fresno, we have built similar ecosystems that include revitalized buildings in the California cities of Bakersfield, Merced, and Oakland, Toledo, OH, and recently announced our expansion into Greeley, CO, Las Cruces, NM, El Paso, TX, Cheyenne, WY, and Buffalo, NY.

For nearly a decade, Bitwise Industries has successfully recruited members of underserved communities into tech-based apprenticeships. More than 8,000 students have participated in our pre-apprenticeship programs, consisting of multiple six-week tech-based courses (Websites for Beginners, Mobile-Friendly Websites, JavaScript, and React) at low or no cost. Many of the students that take our pre-apprenticeship programs progress into one of our nine federally registered apprenticeship programs (Application Developer, Database Technician, Cyber Security Support Technician, IT Project Manager, Help Desk Technician,

Technical Sales Specialist, Call Center Agent, Digital Marketer, and User Experience Designer), which are full-time, paid (at least \$17/hour) positions with healthcare benefits.

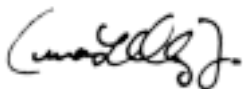
Our programs also feature one-on-one counseling and support services to address/eliminate barriers to completion such as transportation and childcare needs, as well as job placement assistance – within or outside of Bitwise – after apprenticeships are complete. Because Bitwise Industries is the employer, sponsor, training provider, coach, and source of support services all in one entity, we're uniquely positioned to provide consistent and cumulative assistance that has made it possible for people to overcome barriers at scale and secure technical employment that pays family-sustaining wages.

As we have discussed, Bitwise Industries seeks to support workforce development programming through thoughtful and inclusive student recruitment, well-paying apprenticeships, and diverse funding from the public and private sectors. We will continue to explore opportunities to expand our footprint with guidance and assistance offered by SBWIB's employer-centric Flex Apprenticeship programs. In total, we anticipate training or hiring over 2,000 California-based apprentices over the next four years. These individuals will earn good salaries and gain access to a comprehensive suite of support services during their time in on-the-job training.

In addition, if SBWIB is chosen to serve as a Registered Apprenticeship Hub, Bitwise Industries will commit to supporting the Hub's efforts with information and suggestions informed by our experience as an apprenticeship program operator and an employer of apprenticeship graduates. We are equipped to assist with program design and curriculum development, review training plans, provide feedback on Related Technical Instruction and on-the-job competencies, provide industry-specific knowledge and information on in-demand occupations, and provide technical support and other assistance as needed. Our participation will enhance or help SBWIB expand beyond what already exists locally.

We look forward to our future collaboration to strengthen and modernize the RAP system and to ensure that it meets its potential to advance equity by connecting underrepresented populations and underserved communities to well-paid careers in growing industries.

Sincerely,



Irma L. Olguin, Jr.
CEO and Co-Founder
Bitwise Industries



Jake A. Soberal
CEO and Co-Founder
Bitwise Industries



12301 Kurland Dr.
Suite 300
Houston, Texas 77034

April 18, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Support – USDOL FOA_ETA-22-06

Dear Mr. Cagle:

On behalf of International Business Machines (IBM), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

IBM is a multinational technology and consulting corporation who manufactures and sells computer hardware and software, and it offers infrastructure, hosting and consulting services in areas ranging from Mainframe Computers to Artificial Intelligence, Cyber Security and Quantum Computing. To meet IBM's strategic imperatives IBM needs a workforce that is diverse and has the talent, skills, education, and training required in an ever-changing IT world. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

IBM is committed to work-based learning programs that lead to middle-and-high skilled positions for underrepresented workforce populations and develop diamonds-in-the-rough workers into talented, skilled, and productive IBMers who will become skilled and up-skilled members of the workforce.

We have been in conversation with the SBWIB about how they can support our workforce development efforts to employ apprenticeship, recruit candidates, and access training funds. We look forward to continuing to explore opportunities to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

IBM's role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed. Our participation will enhance or exceed what already exists locally.



12301 Kurland Dr.
Suite 300
Houston, Texas 77034

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries. IBM's hiring of over 800 apprentices in IT occupations is a testament to the talent of underrepresented populations when you open the talent pipeline

Sincerely,

A handwritten signature in blue ink that reads "Stephen P. Dodd". The signature is written in a cursive style with a large, sweeping initial "S".

Stephen P. Dodd
IBM Project Executive



April 14, 2022

Chris Cagle
Regional Affairs Manager

South Bay Workforce Investment Board 11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf Zeem Solutions, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Zeem Solutions is a Transportation-as-a-Service company operating near Los Angeles Airport since December 2021. Zeem owns and operates EV chargers at strategically located depots and is deploying in strategic locations across the USA. Our near-term pipeline will be adjacent to major corridors, port gateways and transportation centers. Zeem employs technicians to provide service, preventative maintenance, and temporary replacement vehicles to ensure that fleets' operations run smoothly. We also lease vehicles from Class 2b to large duty trucks. As the EV industry and State regulations continue to push demand for sustainable fleet transportation, we seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

We have been in conversations with the SBWIB about how we and our manufacturing partners can utilize apprenticeships to meet our workforce needs. We look forward to continuing to explore opportunities to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet this emerging industry's staffing and training needs. We are prepared to work with the SBWIB and its partners through this grant.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in black ink, appearing to read "Maggie Yi", is written over a light blue circular stamp.

Maggie Yi
Director, People and Culture
518-730-1908



April 14, 2022

Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf Joby Aviation, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Joby Aviation builds all-electric aircraft that are designed to take off and land vertically and travel 150+ miles on a single charge, allowing a pilot and four passengers to leapfrog over the congestion below, emissions-free. With more than 1000 test flights behind us and around 1,000 people among our five offices (three of which are in California), we plan to start commercial passenger flights in 2024. As Joby Aviation moves out of the pandemic, we are hopeful to continue growing and develop a strong workforce pipeline. We seek to form new partnerships and deepen existing relationships with workforce and education partners in the region to support our workforce goals.

We have been in conversation with the SBWIB about how they can support our workforce development efforts to employ apprenticeship, recruit candidates, and access training funds. We look forward to exploring opportunities to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet our staffing and training needs. Some of the occupations that are currently a priority for us and that could become an apprenticeship include: Aerospace Electrical Assembly Technician, Aerospace Quality Technician, and Composites Manufacturing and Repair Technician. We will also strive to co-enroll apprentices into other apprenticeship grants if possible to leverage resources.

The anticipated outcome of our participation in this grant will be to train, upskill or hire apprentices over the next four years based on market conditions. We will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing technical support and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Sincerely,

Cody Cleverly
Manager of Joby Aviation Academy
Joby Aviation



20 April 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board 11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of Skyports, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Skyports is an advanced air mobility (AAM) company that develops and operates landing infrastructure ("vertiports") for the electric vertical and takeoff landing ("eVTOL") vehicles. We design, build and operate passenger and cargo vertiports, enabling safe and efficient flight operations within urban and suburban environments. As a leading infrastructure provider for the emerging AAM industry, we work with a wide range of original equipment manufacturers (OEMs) and aircraft operators as they source and produce many of the components that will be needed when designing and building aircraft, with commercial operations slated to commence in 2024.

We have been in conversations with the SBWIB about how we and our manufacturing partners can utilize apprenticeships to meet our rapidly evolving workforce needs. We look forward to continuing to explore opportunities to utilize their employer-centric and flexible Flex Apprenticeships programs to help us meet this emerging industry's staffing and training needs. We are prepared to work with the SBWIB and its partners through this grant.

The anticipated outcome of our participation in this grant will be to support training, upskilling, or hiring apprentices over the next four years based on market conditions. As employment opportunities specific to AAM infrastructure arise, we will pay appropriate salaries and specific wages for all employees who are hired and provide leveraged resources for each enrollment.

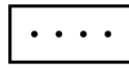
Our role will be to support the SBWIB Registered Apprenticeship Hub by closely collaborating with OEMs while contributing to program design and curriculum development, reviewing training plans, providing feedback on Related Technical Instruction and on-the-job competencies, providing industry-specific knowledge and information on in-demand occupations, and providing other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in emerging industries, like AAM.

Sincerely,



Steven Spinello
Infrastructure Lead, West Region
+1 (908) 601-8325
steven@skyports.net



BRIC
FOUNDATION

April 13, 2022

Alison Mann

Co-Founder, BRIC Foundation & Talent Manager and Co-President of Fourth Wall Animation at Fourth Wall Management

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of The BRIC Foundation, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California, including initiatives to support workforce development and career pathways in Arts, Media and Entertainment.

BRIC works with our Arts, Media, Entertainment (AME) Partners on initiatives to promote strong workforce training through an Animation, VFX and Gaming Youth (16-24) Apprenticeship Program. We are working with Industry, Educators and Government to create a Federally and State Recognized Apprenticeship and Pre-Apprenticeship Program that utilizes California's Public Career Technical Education (CTE), AME Sector by creating a new Animation, VFX, and Gaming Pathway.

To make the entertainment industry more accessible and equitable, BRIC believes in getting involved with educators, government, parents, and students to create new employment pathways to better prepare the workforce of tomorrow. From our Creative Academies to our Summer Internships and Career Readiness Camps, BRIC is committed to bringing industry into the classrooms and creating programming that allows students to have hands-on exposure and experience in creating content that ties back to a career in entertainment.

The anticipated outcome of our participation in this grant will be to support the SBWIB as an Apprenticeship Hub and to provide support for companies as an intermediary, provide training and mentorship for apprentices, and strive to co-enroll apprentices into other apprenticeship grants if possible.

Attached please find several letters of commitment from our employer partners in support of the BRIC Foundation programs and who have indicated their interest in participating in this project. We fully support and look forward to our future collaboration to provide apprenticeship opportunities to underserved populations, ensuring a highly trained, motivated, and engaged workforce.

Regards,

Alison Mann
CEO, BRIC Foundation



515 S. Figueroa St., Suite 1300
Los Angeles, CA 90071
213.538.0700 fax: 213.538.0969
www.hasc.org

April 14, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of the Hospital Association of Southern California (HASC), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

HASC has a long history of working in collaboration with education, workforce and community partners to assist individuals in successfully navigating career pathway programs into quality jobs. Our organization is dedicated to effectively advance the interests of hospitals in Los Angeles, Orange, Riverside, San Bernardino, Santa Barbara and Ventura counties. We are comprised of 185 member hospitals and 40 health systems, plus numerous related professional associations, and associate members, all with a common goal: to improve the operating environment for hospitals and the health status of the communities they serve.

HASC is dedicated to collaborative partnerships to meet the needs of future generations. As we work with employers to recover from the impact of this global pandemic, we will continue to promote apprenticeship training to help recruit and upskill our state's workforce. We have a strong relationship with the SBWIB and have worked with the organization and its partners for years to help our member employers utilize apprenticeship, recruit candidates, and access training funds. We are currently working with the SBWIB and some of our members to register apprenticeships for Certified Nursing Assistant and Clinical Laboratory Scientist, and we are receiving a lot of interest in these programs.

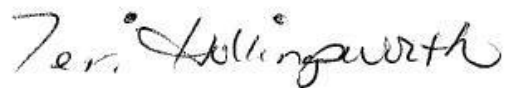
We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to the program design and curriculum development, and providing employer referrals, industry-specific knowledge, technical assistance, and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Please feel free to contact me at (213) 538-0763 for any additional information that can be provided to demonstrate our partnership to this program.

Sincerely,

A handwritten signature in black ink that reads "Teri Hollingsworth". The signature is written in a cursive style with a loop at the end of the last name.

Teri Hollingsworth
VP, Human Resources and Education Services



April 15, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of California Employers Association (CEA), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Founded in 1940, CEA is a not-for-profit employers association that serves over 15,000 businesses throughout California. Our mission is to provide employers peace of mind with exceptional HR compliance solutions, training and recruiting services.

We have been in conversation with the SBWIB about partnering to expand apprenticeship opportunities for employers across the state of California. As we work with employers to recover from the pandemic, we are committed to promote apprenticeship training to recruit and upskill our state's workforce.

We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be to help connect adult and youth underserved populations to good-paying jobs in in-demand roles, entrepreneurship opportunities, and cutting-edge workforce training and education programs that will spur innovative products and technology

Our role will be to support the Flex Apprenticeship program by contributing to the program design and curriculum development, and providing employer referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in black ink that reads "Kim Gusman".

Kim Gusman
President/CEO
California Employers Association
kgusman@employers.org
www.employers.org
800 399-5331



April 19, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle,

On behalf of the Los Angeles CleanTech Incubator (LACI), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

LACI's mission is to create an inclusive green economy by unlocking innovation, transforming markets, and enhancing community. LACI aims to build a regional innovation ecosystem that supports the discovery and commercialization of clean technologies by creating new companies, de-risking the go-to-market process, and helping companies successfully deliver market-ready cleantech solutions along with accompanying jobs in Southern California.

We have a strong relationship with the SBWIB built through cross collaborating on initiatives such as apprenticeship programs and our Green Jobs Workforce Training by way of employer and participant referrals.

LACI is in full support of SBWIB and its partners' proposed youth apprenticeship project and current programs. Through this grant, we are confident that SBWIB and its partners will connect the underserved populations to good-paying jobs in in-demand roles, entrepreneurship opportunities, and cutting-edge workforce training and education programs that will spur innovative products and technology.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Petersen", is written over a horizontal dashed line.

Matt Petersen
President & CEO

14 April 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

Founded in 2018, BioscienceLA is the innovation catalyst for life sciences and health innovation in the greater Los Angeles region, accelerating the growth of funding, space, and talent, as well as messaging and awareness-building. Our mission is to place the LA life sciences ecosystem at the forefront of global innovation. We are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the California Department of Industrial Relations to enhance and grow industry-vetted apprenticeship programs using the SBWIB's Flex model and other innovative training initiatives to support workforce development, and career pathways for in-demand industry sector occupations.

BioscienceLA's goal is to support the development and growth of bioscience-related research, development, and manufacturing enterprises in Los Angeles. BioscienceLA has both an economic development and workforce development focus on underrepresented populations. To help achieve this vision, we are creating professional opportunities for high school and community college students pursuing life sciences degrees. Students from diverse backgrounds gain exposure to the spectrum of careers available in the life science industry, including the entrepreneurship pathway. Our work leverages assets in the community, such as local community colleges, universities, and workforce investment boards.

We have a strong relationship with SBWIB and have collaborated since our inception to help build Bio-Flex Pre-Apprenticeship and Apprenticeship programs; connect them to industry leaders, influencers, and potential speakers; and help source internships in partnership with the BioFutures Internship Program.

As a community partner and leader, BioscienceLA is pleased to assist SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be to help connect the underserved populations to good-paying jobs in in-demand roles, entrepreneurship opportunities, and cutting-edge workforce training and education programs that will spur innovative products and technology.

Our role over the four years of this grant will be to support the Flex Apprenticeship program by contributing to the program design and curriculum development, and providing employer and participants referrals and placement, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Sincerely,



David J. Whelan
Chief Executive Officer



April 15, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf Biocom California, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

Biocom California is a membership organization that plays an integral role in the life science ecosystem of the Los Angeles region. As part of Biocom in the LA region, we accelerate member success with targeted programs and customized services reflecting the many unique aspects of the industry. With 96,000 direct jobs and a \$60B economic impact, the life science industry has a significant presence in the area and is experiencing incredible growth. Our LA office supports the industry's continued growth in the region by building networks and communities that are critical to their sustained success. Our nonprofit arm, Biocom Institute, supports life science innovation by strengthening the workforce and leaders of tomorrow, reaching out to K-12 students, teachers, veterans, underserved communities, as well as our industry partners & members.

We have a strong relationship with the SBWIB advocating for life sciences through our participation on the steering committee for their Bio-Flex Pre-Apprenticeship/Apprenticeship Program. We have watched multiple cohorts of young and middle-aged people alike graduate from the Bio-Flex program with new skills, new connections, and a new-found sense of confidence and purpose. Working closely with the SBWIB and our life science member companies, we have witnessed first-hand that when facilitating connections between employers desiring *specific* skill sets and eager job seekers in the field of biosciences, we can indeed grow and strengthen the pipeline of local talent. Because the SBWIB makes a conscious effort to target underserved and underrepresented populations in their workforce programs to support the mission of equity for all, we stand by the Bio-Flex program and the South Bay Workforce.

We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be to engage youth and adults into apprenticeship and further develop career pathways using an industry-led model that can scale across the state of California to support industries as a whole. We will also strive to co-enroll apprentices into other apprenticeship grants, if possible.

Our role will be to support the Flex Apprenticeship program by participating in discussions on industry and workforce trends, and by providing employer and business participant referrals, industry-specific knowledge, technical assistance, input on curriculum development, and other assistance as needed.



We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in black ink that reads "Stephanie Hsieh".

Stephanie Hsieh

Executive Director, Los Angeles, Biocom California

shsieh@biocom.org | 213.943.2922



EL CAMINO COMMUNITY COLLEGE DISTRICT

16007 Crenshaw Boulevard Torrance, California 90506-0001

Telephone (310) 532-3670 or 1-866-ELCAMINO

April 8, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of El Camino College, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

El Camino College enrolls more than 25,000 students and boasts a curriculum of over 850 highly regarded academic and career programs taught by exceptional faculty. El Camino College is well known academic excellence, consistently high transfer rates to four-year colleges and universities, and exceptional career training programs. El Camino College has a long history of productive partnerships with business and industry. Special advisory committees comprised of business and industry leaders meet regularly to continuously improve the curriculum and resources of the college's educational programs. The college has partnerships with Northrop Grumman, Boeing, and SpaceX (among others) to develop the talent that they need. El Camino College is a sponsor of three apprenticeship occupations that are registered with both DOL and DAS.

We have a strong relationship with the SBWIB and have partnered with them for years on numerous projects and grants to expand workforce training opportunities in aerospace and bioscience. Most recently, we are collaborating on four California Community Colleges Chancellor's Office grants to expand Aero-Flex and Bio-Flex and develop Health-Flex and IT-Flex apprenticeship programs.

We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship. Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, and providing employer and participant referrals and placement, industry-specific knowledge, technical support, and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Sincerely,

Jose Anaya
Dean, Community Advancement
janaya@elcamino.edu
310.225.8265



April 14, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board, Inc.
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of West Los Angeles College (WLAC), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

WLAC is an accredited California Community College offering paths to university transfer, career education and courses for professional and personal growth. Over the course of a year, West will serve between 16,000 to 19,000 students between our on-ground, online, and full-time and part-time students. West creates success through its innovative programs. The college offers traditional transfer and associate degrees through its academic programs as well as certificate and special programs. Each semester, the college offers nearly 1,000 classes in 12 different academic disciplines. The College also offers 24 Associate Degrees for Transfer, 41 Associate Degrees, 16 different Certificates of Completion, and 25 different Skill Certificates. WLAC is a sponsor of four apprenticeship occupations that are registered with both DOL and DAS.

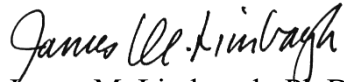
We have a strong relationship with the SBWIB and have partnered with them for years on numerous projects and grants to expand workforce training opportunities in aerospace and bioscience. Most recently, we are collaborating on a DOL grant to enroll 5,000 apprentices, a regional allied health project to facilitate collaboration among 13 community colleges, and two California Community Colleges Chancellor's Office grants to develop Health-Flex and IT-Flex apprenticeship programs.

We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship. Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to the program design and

curriculum development, and providing employer and participants referrals and placement, industry-specific knowledge, technical assistance, and other assistance as needed. We will also strive to co-enroll apprentices as much as possible into our other apprenticeship grants. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Sincerely,



James M. Limbaugh, Ph.D.
President

April 13, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Support - U.S. Department of Labor (DOL) Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

UCLA Extension is pleased to support the U.S. DOL Apprenticeship Building America Grant application by South Bay Workforce Investment Board (SBWIB). SBWIB has extensive experience and resources to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

For over a century, UCLA Extension has helped prepare people to live better lives through the power of education. As one of the nation's largest and most comprehensive continuing and professional education providers, UCLA Extension provides a range of options to help adult learners advance in their current jobs, develop new careers, or pursue personal growth.

UCLA Extension offers:

- The excellence that comes with UCLA-approved curriculum and instructors
- Open enrollment—most courses require no admission decision
- Access, equity, and inclusion for diverse populations including non-traditional working adults, veterans, older adults, and those who are re-skilling and training for new jobs
- Convenient in-person, online, remote, and hybrid course delivery options
- In-person locations throughout L.A. including Westwood and DTLA,
- Certificate and specialization programs transfer-credit courses, and offerings that provide professional continuing education credits
- Custom programs and corporate education, available worldwide
- Non-credit courses, workshops, and special events
- Student Services including orientation, career services and financial aid support

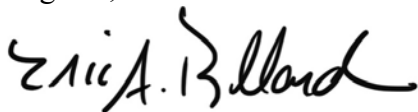
We look forward to utilizing the SBWIB's employer-centric and flexible Apprenticeship programs to help us create and build apprenticeship career pathways for our students. Our strong relationship with SBWIB has led to partnering on many projects that provide education and training to job seekers looking for gainful employment and rewarding careers.

We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcomes of our participation in this grant will result in an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by contributing to program design and curriculum development, and providing employer and participant referrals and placement, industry-specific knowledge, technical support, and other assistance as needed. We will also strive to co-enroll apprentices as much as possible into other grants. Our participation will help strengthen what already exists locally.

We fully support this grant submission and look forward to future collaboration with SBWIB to strengthen and modernize the RAP system that is centered on equity, diversity, and inclusion. In supporting RAP as a workforce development solution, we are confident that underrepresented populations and underserved communities will be able to succeed in securing well-paid careers in growing industries.

Regards,

A handwritten signature in black ink that reads "Eric A. Bullard". The signature is written in a cursive, flowing style.

Eric A. Bullard, PhD
Dean of Continuing Education and UCLA Extension



April 14, 2022

Jan Vogel
Executive Director
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Vogel:

On behalf of the California Workforce Association (CWA), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

The CWA is a non-profit member association, which represents all 45 of the Workforce Development Boards in the State of California, as well as over 70 other affiliate members from labor, education, industry, Chambers of Commerce, government, and community-based organizations. The CWA supports local workforce development boards and their partners through strategic advocacy, partnership convening, and capacity building.

We have a strong relationship with the SBWIB and have worked with them for years on a variety of workforce issues and programs. We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity that engages all Californians and promotes RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in black ink, appearing to read "Bob Lanter". The signature is fluid and cursive, with the first name "Bob" being more prominent.

Bob Lanter
Executive Director

MAXINE WATERS
MEMBER OF CONGRESS
43RD DISTRICT, CALIFORNIA

COMMITTEE:
FINANCIAL SERVICES
CHAIRWOMAN

Congress of the United States
House of Representatives
Washington, DC 20515-0535

PLEASE REPLY TO:
WASHINGTON DC OFFICE
2221 RAYBURN HOUSE OFFICE BUILDING
WASHINGTON, DC 20515-0535
PHONE: (202) 225-2201
FAX: (202) 225-7854

DISTRICT OFFICE:
LOS ANGELES OFFICE
2851 W. 120TH STREET
SUITE H
HAWTHORNE, CA 90250
PHONE: (323) 757-8900
FAX: (323) 757-9506

April 20, 2022

Jan Vogel
Executive Director
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Vogel,

I write this letter to express my full support for the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. Department of Labor to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

For more than 30 years, I have been fortunate to have the SBWIB as part of my district that overlaps its service area that includes 11 South Bay cities. So, I am well-aware of the remarkable accomplishments you have achieved in creating employment and training opportunities for adults and youth, with special emphasis on helping disadvantaged individuals overcome barriers to well-paying, and in-demand jobs.

My staff and I stand ready to assist the SBWIB with this grant opportunity. The anticipated outcomes of this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

I have complete confidence that the SBWIB will meet and exceed the goals required for this grant as you have with all others. I look forward to future opportunities to strengthen and modernize the RAP system centered on equity and to promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries throughout California's 43rd Congressional District and beyond.

Sincerely,



Maxine Waters
Member of Congress

TED W. LIEU
33RD DISTRICT, CALIFORNIA

COMMITTEE ON THE
JUDICIARY

COMMITTEE ON
FOREIGN AFFAIRS

Congress of the United States
House of Representatives
Washington, DC 20515-0533

403 CANNON HOUSE OFFICE BUILDING
WASHINGTON, DC 20515
(202) 225-3976

1645 CORINTH AVENUE, SUITE 101
LOS ANGELES, CA 90025
(310) 652-3095

1600 ROSECRANS AVENUE, 4TH FLOOR
MANHATTAN BEACH, CA 90266
(310) 321-7664

April 22, 2022

The Honorable Martin J. Walsh
Secretary
U.S. Department of Labor
200 Constitution Avenue NW
Washington, D.C. 20210

Dear Secretary Walsh,

I am writing in support of the South Bay Workforce Investment Board's (SBWIB) application to the U.S. Department of Labor's Apprenticeship Building America (ABA) Grant Program. SBWIB aims to serve as an Apprenticeship Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in fast-growing industries and occupations throughout California.

The South Bay Workforce Investment Board has maintained a remarkable record of providing innovative career preparation services for adults and youth throughout the South Bay region of Los Angeles County. SBWIB also offers many services that benefit small and large businesses, thus enhancing the economic vitality of our dynamic region. Promoting RAP as a workforce development solution will also connect underrepresented populations and underserved communities to well-paid careers in growing industries.

If awarded this grant in the amount of \$6 million, SBWIB would be able to support the establishment of an Apprenticeship Hub, providing 800 apprenticeships and 200 pre-apprenticeships targeted toward underserved populations. SBWIB's efforts to strengthen and modernize the RAP system, centered on equity and inclusion, will ensure that women, veterans, people of color, those with disabilities and facing employment barriers are offered unique employment opportunities.

I ask that you give this letter full and fair consideration consistent with applicable law, rules, and regulations. Should your staff have any questions, please contact Faith Tetlow or Ryan Leou in my district office at (323) 651-1040.

Sincerely,



Ted W. Lieu
Member of Congress



BOARD OF SUPERVISORS

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Economic & Workforce Development

GET IN TOUCH

510 S. Vermont Avenue
Los Angeles, CA 90020
wdacs.lacounty.gov

info@wdacs.lacounty.gov

Aging & Adult Information &

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Report Hate: 211

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(888) 226-6300

Community & Senior Centers:

(323) 260-2003

Office of Small Business:

(800) 432-4900

April 20, 2022

Honorable Secretary Martin J. Walsh
Secretary of Labor
United States Department of Labor
200 Constitution Ave NW
Washington, DC 20210

Dear Honorable Secretary Walsh:

**LETTER OF COMMITMENT FOR SOUTH BAY
WORKFORCE INVESTMENT BOARD'S APPLICATION
FOR THE US DEPARTMENT OF LABOR (DOL) –
APPRENTICESHIP BUILDING AMERICA (ABA) GRANT
PROGRAM (FOA-ETA-22-06)**

On behalf of the Los Angeles County Department of Workforce Development, Aging and Community Services (WDACS), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

WDACS and the County Workforce Development Board partners with SBWIB as one of seven WIBs in one of the nation's largest Workforce Regional Planning Unit. We share with SBWIB a commitment to meet the County's needs as a comprehensive community resource that provides personal, social and economic services for residents and businesses. We provide equitable opportunities for all of Los Angeles County to grow, succeed and thrive and we are committed to providing services which have a positive impact on the lives of the citizens in Los Angeles County. We achieve this through effective partnership driven services that provide the following: Connect individuals to careers, while meeting the workforce needs of growth industries; ensure the safety



Honorable Secretary Martin J. Walsh
April 20, 2022
Page 2

and well-being of older and dependent adults in their communities; offer vibrant community and senior centers that empower and connect residents; and Resolve conflict and improve human relations in our diverse County.

We have a strong relationship with the SBWIB and have worked with them for years on a variety of workforce issues and programs. We benefit from their leadership on a variety of apprenticeships, such as their innovative effort around Bioscience. We will work with the SBWIB and its partners through this grant to support and continue to provide apprenticeship opportunities across the County. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

WDACS' role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will add value both in apprenticeship planning that is responsive to the County's businesses, and in ensuring under-resourced job seekers throughout the County benefit from these opportunities. We will also seek assistance from the Hub to explore or expand our own apprenticeship program offerings for ourselves and our employer partners.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Should you have any questions, please contact me at KLobianco@wdacs.lacounty.gov or at (213) 880-4114.

Sincerely,


Kelly LoBianco
Executive Director

KL:jrp



FOOTHILL WORKFORCE DEVELOPMENT BOARD

The Workforce Partnership of Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre, and South Pasadena

1207 East Green Street, Pasadena, California 91106

(626) 796-JOBS

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City of South Pasadena



April 14, 2022

Jan Vogel
Executive Director
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Vogel:

On behalf of the Southeast Los Angeles County Workforce Development Board (SELACO), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

SELACO is a private nonprofit agency formed by a public joint power's authority consisting of the cities of Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, Norwalk and Paramount. Services include job search and placement assistance (including career counseling); hiring events; assessment of skills and needs; information about available services; and follow-up services for those who have been placed in jobs. Individualized services are also available and may include: comprehensive assessment, individual counseling and career planning, case management and group career workshops.

We have a strong relationship with the SBWIB and have worked with them for years on a variety of workforce issues and programs. We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally. We will also seek assistance from the Hub to explore or expand our own apprenticeship program offerings for ourselves and our employer partners.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,


Yolanda L. Castro
Executive Director

10900 E. 183rd Street • Suite 350 • Cerritos CA 90703
(562) 402-9336 • Fax (562) 860-4701 • www.selacowdb.com
For information selaco@selaco.com

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April 14, 2022

Jan Vogel
Executive Director
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Vogel:

On behalf of the Verdugo Workforce Development Board (VWDB), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

The Verdugo Jobs Center is a One-Stop Career Center operating under the VWDB, serves the cities of Burbank, Glendale, and La Cañada Flintridge. We provide our region's diverse workforce with career counseling, job search assistance, professional development and training opportunities, job fairs and workshops at no cost.

We have a strong relationship with the SBWIB and have worked with them for years on a variety of workforce issues and programs. We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally. We will also seek assistance from the Hub to explore or expand our own apprenticeship program offerings for ourselves and our employer partners.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in black ink, appearing to read 'JV', with a long horizontal flourish extending to the right.

Judith Velasco
Executive Director



April 21, 2022

342 N. San Fernando Road
Los Angeles, CA 90031
323.223.1211

14565 Lanark Street
Panorama City, CA 91402
818.782.2520

8120 Palm Lane
San Bernardino, CA 92410
909.885.3831

GoodwillSoCal.org

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of Goodwill Southern California (GSC), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

As part of one of the world's leading non-profit brands, GSC partners with companies, educators, community organizations and government agencies to help us match qualified talent with employers looking to hire. Our social enterprise prepares and places those with the greatest barriers to employment including veterans, homeless, individuals with disabilities, at-risk youth, the formerly incarcerated, and many more. GSC has been a strong advocate for apprenticeship and co-founded the Strong Workforce Apprenticeship Group to develop a collaborative approach to multi-employer, region-wide apprenticeships. We currently are a sponsor of 11 registered apprenticeships with DOL.

We have a strong relationship with the SBWIB and have worked with the organization and its partners for many years to educate employers about the benefits of nontraditional apprenticeships, expand apprenticeships through LA County, and create new and innovative apprenticeships that meet current needs. We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

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Bank of the West (ret.)
SECRETARY

PATRICK McCLENAHAN
PRESIDENT & CEO



Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends and strategies, educate and advocate for new and innovative training strategies that include apprenticeship, share employer referrals, and by providing industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to provide apprenticeship opportunities to underserved populations, ensuring a highly trained, motivated, and engaged workforce.

Regards,

Daniel Wierman
Sector Strategies Implementations Manager
Goodwill Southern California



April 14, 2022

Jan Vogel
Executive Director
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Vogel:

On behalf of the Mother Lode Workforce Development Board, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

By assisting local businesses in the recruitment and development of a skilled workforce and by making services available to the business to promote stability and growth, Mother Lode WDB provides benefit to both businesses and workers throughout our local communities. We serve Amador, Calaveras, Mariposa, and Tuolumne counties in California.

We have a strong relationship with the SBWIB and have worked with them on a variety of workforce issues and programs. We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally. We will also seek assistance from the Hub to explore or expand our own apprenticeship program offerings for ourselves and for our employer partners.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

Dave Thoeny
Executive Director

Administration
197 Mono Way
Suite B
Sonora, CA 95370
209-533-3396

Amador County
1 Prosperity Court
Sutter Creek, CA
95685
209-223-3341

Calaveras County
7 Main Street
P.O. Box 1002
San Andreas, CA 95249
209-754-4242

Mariposa County
5362 Lemee Lane
P.O. Box 1915
Mariposa, CA 95338
209-966-3643

Tuolumne County
197 Mono Way
Suite B
Sonora, CA 95370
209-588-1150

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April 19, 2022

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Lydia Zabrycki

Executive Director
Blake Konczal

Jan Vogel
Executive Director
South Bay Workforce Investment Board
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250

RE: Letter of Commitment – United States Department of Labor
Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Vogel:

On behalf of the Fresno Regional Workforce Development Board (FRWDB), we are pleased to support the South Bay Workforce Investment Board's (SBWIB's) grant application to the United States Department of Labor to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California

The FRWDB promotes community collaboration through the "One-Stop System" of service delivery that optimizes strong partner relationships, supports efficient resource sharing and networking, and provides local residents with services that help them succeed.

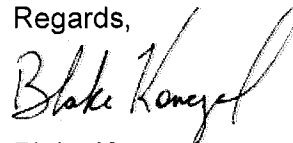
We have a strong relationship with the SBWIB and have worked in partnership for years on a variety of workforce issues and programs. We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally. We will also seek assistance from the Hub to create our own apprenticeship program for ourselves and our employer partners.

Jan Vogel
April 19, 2022
Page Two

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in black ink that reads "Blake Konczal". The signature is written in a cursive style with a large, looping initial "B".

Blake Konczal
Executive Director

bk:mw



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

April 12, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant
(FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of the California Department of Education's Arts, Media, and Entertainment (AME) Youth Apprenticeship Initiative, I am pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

The California Department of Education's AME industry sector for career technical education (CTE) provides leadership, assistance, professional learning, and instructional resources so that CTE programs are supported in CA. As part of this effort, the High School Innovations and Initiatives Office is building the first ever network of registered apprenticeships for careers across the entertainment industry. Companies are partnering with public agencies and organizations to support diverse talent with equitable and innovative training opportunities and to invest in the next generation of professional creatives. I have a strong relationship with the SBWIB and have been in conversation recently about how to support the coordination of existing and new registered apprenticeship programs and access apprenticeship reimbursement training funds and employer incentives for program intermediaries. I am eager to work with the SBWIB and its partners through this grant to expand and align apprenticeship opportunities for CTE AME programs across the state, and to co-enroll apprentices into other apprenticeship grants if possible.

My role will be to support the SBWIB Apprenticeship Hub by participating in discussions on industry and workforce trends and strategies, providing industry-specific knowledge and technical assistance, enrolling employers and participants into registered apprenticeship, and other assistance as needed. My participation will enhance or

exceed what already exists locally and will focus on equity of access, especially for schools in high-need urban and/or rural communities.

We fully support and look forward to our future collaboration to provide apprenticeship opportunities to underserved populations, ensuring a highly trained, motivated, and engaged workforce.

Regards,

A handwritten signature in black ink, appearing to read 'AF', written in a cursive style.

Allison Frenzel
Programs Specialist | Secondary Arts
Arts, Media, and Entertainment (AME) Sector
California Department of Education
High School Innovations and Initiatives Office
1430 N Street, Suite 4202
Sacramento, CA 95814
Mobile: 707.478.8264



April 19, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of the California Department of Rehabilitation (DOR), we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

The California DOR administers the largest vocational rehabilitation and independent living programs in the country. Vocational rehabilitation services are designed to help job seekers with disabilities obtain competitive employment in integrated work settings. Independent living services may include peer support, skill development, systems advocacy, referrals, assistive technology services, transition services, housing assistance, and personal assistance services. The populations we serve have, for the most part, been severely impacted by layoffs due to the pandemic.

I have a strong relationship with the SBWIB and have been a long-time board member of the SBWIB, Inc. The California DOR has worked with the SBWIB and its partners for many years to help job seekers with disabilities obtain competitive employment in integrated work settings.

We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be to support the expansion of apprenticeship opportunities for those who are unemployed, underemployed, displaced workers and those who must overcome barriers to employment, including veterans, women, people of color and individuals with disabilities.

Pg 2 of 2

Our role will be to support the apprenticeship programs by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed.

We fully support and look forward to our future collaboration to provide apprenticeship opportunities to underserved populations, ensuring a highly trained, motivated, and engaged workforce.

Regards,

Susan Senior

Susan Senior, Regional Director
Los Angeles South Bay District
California Department of Rehabilitation



April 14, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of the Animation Guild Local 839, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

The Animation Guild is Local 839 of the International Alliance of Theatrical Stage Employees (IATSE). Formed in 1952, we are a labor organization that represents animation and visual effects artists. We do for our members what every labor organization does: negotiate wage minimums and working conditions, provide pension and health benefits (specifically through the Motion Picture Industry Pension and Health Plan) and act as an advocate for our members over disputes between employees and employers. Our goal is to provide a seamless cloak of benefits and the strength of a collective voice to our members across the animation industry.

The anticipated outcome of our participation in this grant will be to assist with increasing the number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity that engages all Californian's and promotes RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

Steve Kaplan
Business Representative

I.A.T.S.E. Local 80

2520 W Olive Ave Ste 200 • Burbank CA 91505-4529 • Ph: (818) 526-0700 • Fax: (818) 526-0719

Dear Mr. Cagle:

On behalf of Local 80, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling, and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

The anticipated outcome of our participation in this grant will be to assist with increasing the number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends, and by providing employer and participant referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity that engages all Californian's and promotes RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,



DeJon Ellis Jr.
Business Manager
I.A.T.S.E. Local 80



April 15, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of Oak Crest Institute of Science, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

The Oak Crest Institute of Science is an innovative chemistry and biology research and education center where today's scientists immerse a diversity of students of all academic levels in high-impact research, cultivating tomorrow's scientists one individual at a time. As we work with employers to recover from the impact of this global pandemic, we will continue to promote apprenticeship training to help recruit and upskill our state's workforce.

We have a strong relationship with the SBWIB and have worked with the organization and its partners for many years to provide opportunities for students to carry out pre-apprenticeships in biotechnology in our laboratories. We give the students an opportunity to conduct mentored research while learning laboratory skills and developing their STEM identities. Over the years some of the SBWIB interns have continued to be supported by us on a part-time basis to enable them to continue attending college while working in a relevant environment.

We are prepared to work with the SBWIB and its partners over the four years of this grant. The anticipated outcome of our participation in this grant will be to help connect youth and young adult underserved populations to good-paying jobs in in-demand roles, entrepreneurship opportunities, and cutting-edge workforce training and education programs that will spur innovative products and technology.

Our role will be to support the Flex Apprenticeship program by contributing to the program design and curriculum development, and providing employer referrals, industry-specific knowledge, technical assistance, and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Sincerely,

A handwritten signature in black ink that reads "Paul Webster". The signature is written in a cursive style with a large, sweeping "P" and "W".

Paul Webster, PhD., Senior Faculty, Oak Crest Institute of Science
Bibliography: <https://www.ncbi.nlm.nih.gov/myncbi/paul.webster.1/bibliography/public>
ORCID: <https://orcid.org/0000-0002-1980-6931>

April 19, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of Project Lead the Way, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

PLTW is a nonprofit organization that provides a transformative learning experience for PreK-12 students and teachers across the U.S. Through our pathways in computer science, engineering, and biomedical science, students not only learn technical skills, but also learn to solve problems, think critically and creatively, communicate, and collaborate. We also provide teachers with the training, resources, and support they need to engage students in real-world learning. We currently run over 15,600 programs through 12,400 schools across the country. PLTW has worked with the USDOL to develop and implement National Guideline Standards for three occupations (Engineering Asst., Medical Asst., & IT Generalist) that align to our coursework.

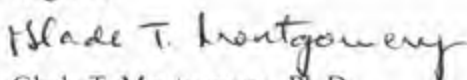
We have a growing relationship with the SBWIB and our curriculums used within South Bay/LA school districts have been a basis for student enrollment in both Aero-Flex and Bio-Flex Pre-Apprenticeships.

We are prepared to work with the SBWIB and its partners through this grant to support youth apprenticeship. The anticipated outcome of our participation in this grant will be to engage youth into apprenticeship and further develop career pathways using an industry-led model that can scale across the state of California to support industries as a whole.

Our role will be to support the Flex Apprenticeship program by participating in discussions on industry and workforce trends, connecting this opportunity to PLTW network schools, and providing industry-specific knowledge, technical assistance related to National Guideline Standards, input on curriculum development, and other assistance as needed.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,



Glade T. Montgomery, Ph.D.
Senior Vice President of Partnerships
Project Lead The Way
765-430-3384



April 12, 2022

Chris Cagle
Regional Affairs Manager
South Bay Workforce Investment Board
11539 Hawthorne Blvd, Suite 500
Hawthorne, CA 90250

Re: Letter of Commitment - U.S. DOL Apprenticeship Building America Grant (FOA-ETA-22-06)

Dear Mr. Cagle:

On behalf of SBWIB YouthBuild, we are pleased to support the South Bay Workforce Investment Board's (SBWIB) grant application to the U.S. DOL to serve as a Hub and facilitate the establishment, scaling and expansion of Registered Apprenticeship Programs (RAP) in new and fast-growing industries and occupations throughout California.

SBWIB YouthBuild is a non-profit organization offering young adults a second chance to earn their high school diplomas, obtain vocational training, leadership and life skills, college and work readiness training, and AmeriCorps scholarships. SBWIB YouthBuild also offers its graduate's extensive alumni support services and pre-apprenticeship and apprenticeship opportunities, and other training and work readiness skills. Our mission is to empower underserved young adults to rebuild their lives and communities through leadership, education, and technical training.

The YouthBuild program merged under the SBWIB, Inc. in late 2018 while still maintaining the long-standing national Department of Labor model. We are eager to do our part to support the expansion of youth apprenticeship opportunities for youth. We are eager to assist the SBWIB with engaging youth into apprenticeship and further developing career pathways using an industry-led model that can scale across the state of California and nationally to support industries as a whole.

We are prepared to work with the SBWIB and its partners through this grant. The anticipated outcome of our participation in this grant will be an increased number of new and expanded RAPs and pre-apprenticeship programs; an increased number of sponsors, employers and



stakeholders engaged in apprenticeship; and an increased number of apprentices enrolled in a RAP or pre-apprenticeship.

Our role will be to support the SBWIB Registered Apprenticeship Hub by participating in discussions on industry and workforce trends and strategies, and by providing industry-specific knowledge, technical assistance, employer and participants referrals and placement, and other assistance as needed. Our participation will enhance or exceed what already exists locally.

We fully support and look forward to our future collaboration to strengthen and modernize the RAP system centered on equity and promote RAP as a workforce development solution that will connect underrepresented populations and underserved communities to well-paid careers in growing industries.

Regards,

A handwritten signature in blue ink, appearing to read 'Robert Chavez', is written over a light blue horizontal line.

Robert Chavez
Operations Manager
310-680-3700

CHART OF PAST PERFORMANCE FOR COMPLETED ETA AGREEMENT

Applicant Name: South Bay Workforce Investment Board, Inc.
Project Name: Expanding Flexible Apprenticeship in California (EFAC)

Name of Previous Grantor Organization: Department of Labor

Grantor Contact - Name, Title, Organization, E-mail Address, and Telephone Number:

Carol Hammond
 Regional Advisor
 Central Office Workforce Services Division, MIC #50
 Workforce Services Branch
 Carol.Hammond@edd.ca.gov
 916-516-3830 Cell

Project Title and Grant Number: WIOA Adult Formula Funds: K810066; K9110051; AA011031; A111030

Funding Amount: \$5,870,866

Project Period of Performance (Start and End Date): 7/1/17-6/30/21

Number of Participants Enrolled: 2280

Type of Population Served: Adults facing barriers to employment

Brief Description of Grant Project and Population Served:

WIOA formula funds to provide training, job placement, supportive and other career services to individuals facing barriers to employment.

Performance Goals (Grant Categories 1-3)

Metric	Total Number of Participants (Denominator of the Metric)	Total Number of Participants Successfully Achieved this Metric (Numerator of this Metric)	Numerator of this Metric (number who achieved this metric) /Denominator for Metric	Percentage Rate of Actual Achievement
Employment Rate 2nd Quarter After Exit (Goal: 69%)	1137	887	887/1137	78%
Employment Rate 4th Quarter After Exit (Goal 67%)	1026	775	775/1026	76%
Median Earnings 2nd Quarter After Exit	\$5,443	\$7,502	7502/5443	138%
Credential Attainment Rate (Goal 58%)	429	316	316/429	74%

Performance Goals (Grant Category 4)			
Program Performance Measure 1: Provide qualitative and/or quantitative data that demonstrates a track record of providing effective support of RAP creation and expansion that supports the delivery of the key goals of the applicant's proposed Hub.		Utilizing WIOA funding, the SBWIB was able to develop the Construction Utilities Pathway Program (CUPP) during the 4-year term of this project and the CUPP program was able to enroll 626 individuals into construction apprenticeship programs.	
Program Performance Measure 2: Provide qualitative and/or quantitative data that demonstrates the effectiveness of the applicant in forming and sustaining multi-partner networks capable of serving as a RAP sponsor or intermediary.		The CUPP program was focused on placing construction apprentices on large local projects such as the building of Sofi Stadium. The Hub created by the SBWIB to accomplish this task included over 20 entities, including contractors such as Turner and AECOM construction, local labor unions and the LA/OC Building Trades, job coordinator organizations, occupational training providers, community-based organizations and workforce development boards.	
Spending Rate Analysis			
Grant Funds Received:	Grant Funds Spent (2016 SAE as of 9/30/20. All others, the completed grant)	Total Spent / Total Grant Funds	Percentage Rate of Spending:
\$5,870,866	\$5,870,866	5,870,866/5,870,866	100%
<p>Cost Per Positive Outcome (Provide calculation): Example: <i>Total funding / the number of individuals who successfully complete training</i> \$1,000,000 total grant funding / 500 individuals who successfully complete training = \$2,000 / individual who successfully complete training =</p> <p>5,870,866 total grant funding/887 individuals successfully employed = \$6,619 per individual successfully entered into employment</p>			



Contents:

Detailed Organizational Charts

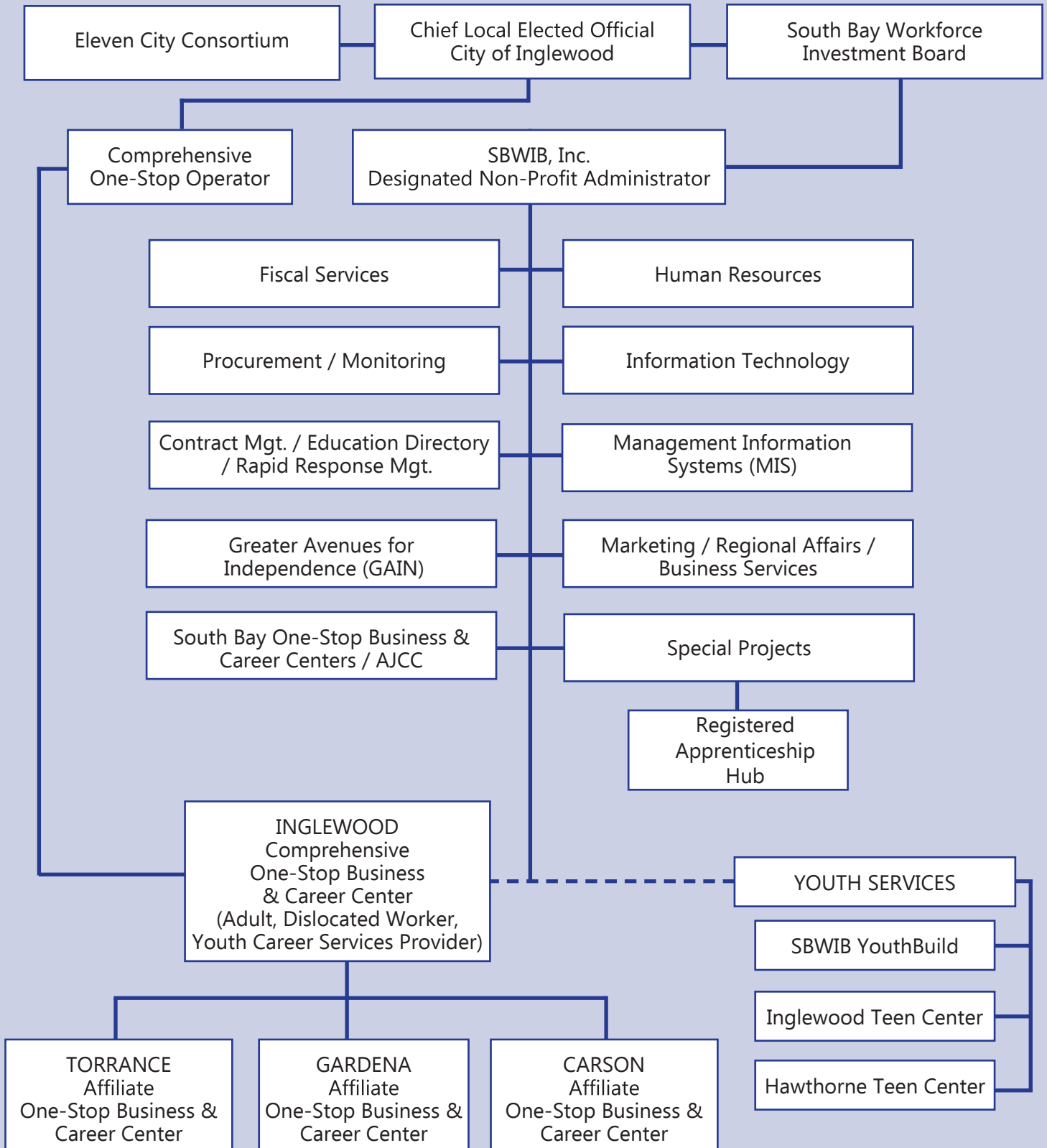
South Bay Workforce Investment Board, Inc. (SBWIB)

The SBWIB Registered Apprenticeship Hub Team

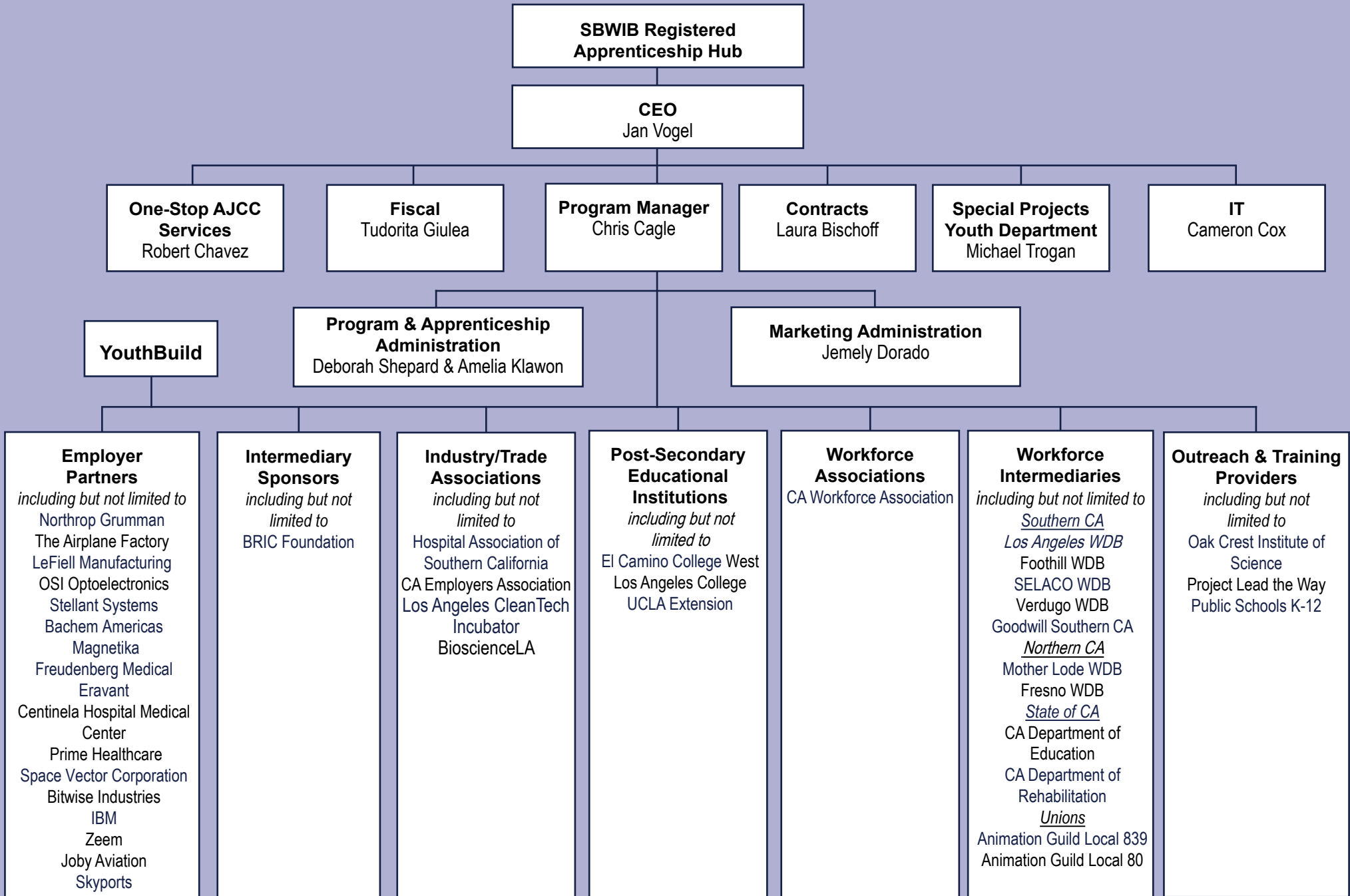
Staffing Plan and Bios

The SBWIB Registered Apprenticeship Hub Team

South Bay Workforce Investment Board Organization Structure



South Bay Workforce Investment Board Registered Apprenticeship Hub Structure



**South Bay Workforce Investment Board, Inc. Bios for
Expanding Flexible Apprenticeship Across California
(Category 4: Registered Apprenticeship Hub)**

To ensure all program goals are met with successful stewardship over all allocated funding and resources, the SBWIB employs a robust team of over 120 individuals dedicated to making sure our programming is in compliance and within our Board-determined local policies and procedures. Our Fiscal, Contracts, Procurement, Marketing, IT, MIS, and Special Projects departments along with four One Stop/AJCCs efficiently and effectively manage over 60 current federal, state, county and local grant programs that require coordination across multiple partners. Below are bios of the key staff that will fulfill the needs and requirements of the proposed project. Additionally, a full-time Program Analyst will be hired to support the team and manage many day-to-day project administrative and reporting demands. We will also contract with consultants with expertise in mapping curriculum to competencies, developing training plans to employer needs, and engaging new employers.

Jan Vogel, SBWIB CEO: Jan Vogel has served as the CEO of the South Bay Workforce Investment Board, Inc. (SBWIB) for over 35 years. The SBWIB has been a leader in workforce innovation, has received national awards for performance of workforce development activities for employment and business services, and has been recognized as one of the highest performing Workforce Investment Boards in the state of California. He is a leader in career pathways development and has initiated many programs for establishing apprenticeship utilizing innovative approaches for employer engagement and job seeker recruitment for both union and non-union apprenticeship models. He has overseen the training and placement of thousands of individuals in Los Angeles County and also manages four AJCC's where over 100,000 job seekers are seen each year and he oversees the fiscal department and the entire Workforce Board budget, which is in excess of \$60 million annually.

Chris Cagle M.A., SBWIB Regional Affairs and Special Projects Manager, Registered Apprenticeship Hub Program Manager: Chris Cagle leads non-traditional apprenticeship program development for the South Bay Workforce Investment Board (SBWIB) and will act as the Registered Apprenticeship Hub program manager. He is also the liaison to the business community for engagement and outreach as the Regional Affairs Manager. His experience includes administrative management of HIB apprenticeship programs with 1,000+ participants, management of numerous training programs and grants both state and federal, including filing reports and meeting deliverables to those grants, designing apprenticeship career pathways for youth and adults, managing state and federal grants for pre apprenticeship and registered apprenticeship programs for Aero-Flex and Bio-Flex.

His accomplishments include the development of an innovative employer lead 'Flex' training model for advanced manufacturing apprenticeships, serving the aerospace and bioscience sectors called, Aero-Flex and Bio-Flex. Mr. Cagle is well versed in establishing public and private partnerships and leveraging all available resources to ensure business and job seekers are successful. His duties also include managing the SBWIB marketing department.

Dori Giulea, SBWIB Fiscal Manager: Dori Giulea has over 30 years of fiscal management experience and is in charge of managing the entire fiscal and payroll departments and staff for the SBWIB. In charge of providing fiscal management for over 45 grants, including state, federal, County and foundation grants, with average annual funding in excess of \$60 million. Provides payroll services to over 2,000 people at any given time and coordinates all audits by 3rd parties for fiscal grant activities and reporting. She is also in charge of filling any tax returns that are needed for non-profits within the organization and provides fiscal data for reports to the WIB board and the state of California Employment Development Department.

Robert Chavez, SBWIB One Stop Operations Manager: Robert Chavez oversees all Job Center (AJCC) operations for adults and youth programs, including the SBWIB's YouthBuild grant. Robert also manages the SBWIB's two teen centers and a team of 50+ people that includes case managers and job developers. Robert is responsible for ensuring the deliverables are met on over 40 grants, which are mostly state and federal programs. He has also piloted and established numerous programs that have served and placed thousands of youth into work-based learning opportunities, internships, pre-apprenticeships, registered apprenticeship, employment, and career pathway programs. Robert has worked with the SBWIB for more than 20 years and has more than 27 years in the workforce business.

Cameron Cox, SBWIB IT Manager: Cameron Cox is the IT Director/Manager for the SBWIB and brings with him over 20 years of experience with extensive experience in software engineering, systems networking, cloud storage architecture, data modeling and data management. Cameron completed his BS in Computer Science and holds PMI, Microsoft, and Cisco technical certifications.

For the organization he is responsible for oversight of all IT operations include managing the company data center, making sure updates are made to the company's proprietary software called, "iTrain" and ensuring all systems are running 24/7. Additionally, he supports corporate enterprise IT hardware, software, procurement, and infrastructure for SBWIB headquarters and outer offices. He is also responsible for ensuring proper cybersecurity measures and protocols are in place and adhered to, through security monitoring software deployed to every endpoint. Cameron will be responsible for ensuring the API data is completed correctly for this grant and all necessary data elements are collected from participants and partners that are needed for DOL WIPS uploads and reporting.

Michael Trogan, SBWIB Special Projects Youth Development Manager: Michael Trogan is an experienced non-profit leader that has spent over 18 years managing state and federal grant programs ensuring contract compliance and that deliverables are met. In seven years as the Director of the City of Detroit's Youth Employment Program, he was able to gain extensive workforce development experience including the recruiting, screening, and training job candidates, etc. Working for Workforce Boards in multiple states, he has been involved in the development of numerous apprenticeship, customized training and incumbent worker programs in sectors such as advanced manufacturing, insurance restoration and cyber coding. He currently manages several youth related programs for the SBWIB, including career pathway projects for local high schools and community colleges, occupational training for people with disabilities and violence intervention for justice involved young people.

Laura Bischoff, SBWIB Contracts Manager: Laura Bischoff has worked at the SBWIB for over eight years and had managed many state and federal projects, grants and contracts. For three years she managed the Bridge-to-Work Youth program serving as a liaison between the Department of Children and Family Services, the Los Angeles Department of Probation and the Americas' Job Centers of California (AJCC). In addition to managing the daily tasks of assigning participant referrals to the appropriate AJCC, running weekly reports and submitting updates to stakeholders, she assisted in reviewing the program as a whole and making changes to the program as needed in order to meet deliverables. She worked closely with SBWIB fiscal to ensure funds were being spent and managed properly and that the match requirements were met for the centers. Additionally, she assisted in the planning and implementation of the Bridge-to-work Youth Enrollment Fairs on quarterly basis. When in charge of managing the pre-apprenticeship and registered apprenticeship programs for Aero-Flex and Bio-Flex, she oversaw the participant enrollments and progress and was responsible for the quarterly reporting, maintaining agreements with the sub-contractors and monitoring the progress of deliverables required by the grants. As the Contracts Manager, she oversees the contract process for the entire organization and reviews every contract before it is executed.

Deborah Shepard, M.Ed, SBWIB Career Pathways Coordinator: Over the past five years, Deborah has helped to develop and implement programs to engage the region's youth. She built partnerships with the area school districts, community colleges, universities, businesses and community organizations focused on work-based learning, pre-apprenticeship and apprenticeship opportunities.

Her role in the Special Projects Department at the SBWIB, includes connecting employers and local education entities with work-based learning, ensuring a viable career pathway whether to college, job placement, long-term career and life skills. Deborah coordinates the Aero-Flex Pre-Apprenticeship outreach too and is liaison for current and prospective employers, along with L.A. County professional Organizations, education and workforce partners.

As part of the Aero-Flex and Bio-Flex team, and other employer centric workforce initiatives, Deborah communicates with and trains stakeholders for developing career opportunities that target our underrepresented youth and adults. Her recent community and professional involvement include, South Bay Business Women's Association-Scholarship Committee, Young Women in Bio, LAEDC's So. CA Aerospace and Bioscience Councils. Deborah started her career pathway in public education and holds an M.Ed. as a Reading Specialist. After ten years, she moved into Hospitality Sales, Training and Marketing, earning the Certified Meeting Professional and Hospitality Sales Professional industry designations.

Amelia Klawon, MBA, Special Projects Development Coordinator: Amelia Klawon has over 15 years of experience in developing, administering and evaluating programs for a variety of different organizations and has run her own consulting business to help nonprofits, local government entities use lean innovation principles to more effectively serve their different customer segments. She has coached hundreds of professionals across the country and managed numerous simultaneous contracts. Amelia has led the administration, project management and participation management of the pre-apprenticeship and apprenticeship programs since March

2020. As part of the Aero-Flex and Bio-Flex team, and other employer centric workforce initiatives, she manages the daily duties, tracking, and reporting of the numerous grants; coordinates the contract process with all grant partners; coordinates the programming for the pre-apprenticeship programs; manages all interactions with pre-apprenticeship participants; and coordinates the enrollment and tracking of apprentices.

Jemely Dorado, SBWIB Marketing and Special Projects Coordinator: Jemely Dorado provides marketing promotion and outreach for the entire organization. Provides IT and admin support for the SBWIB and to many state and federal youth programs for the organization. She also supports the SBWIB YouthBuild and provides Spanish translation services for outreach materials for the SBWIB's state and federal youth programs. Jemely was instrumental in designing the SBWIB's new Resume portal to facilitate and streamline participant inquiries and she helped to create an innovative enrollment platform for the SBWIB's federal grants. She helped to design a narrative tool for sub-contractors for the SBWIB's grant reporting requirements.

Jemely also provides tech support to participants and maintains the organizations' websites and social media platforms. Additionally, Jemely assisted with the development and translation of the SBWIB's online work-readiness training called, "Blueprint for Workplace Success". Jemely's outreach experience and marketing skills to business and participants for state and federal programs will be a valuable asset to the Registered Apprenticeship Hub.

Attachment E:
Negotiated Indirect Cost Rate Agreement

NEGOTIATED INDIRECT COST RATE AGREEMENT

NON-FEDERAL ENTITY:
South Bay Workforce Investment
Board, Inc.
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250

EIN: 01-0611872

DATE: 3/24/2022
FILE REFERENCE: This
replaces the agreement dated
6/7/2021

The indirect cost rate(s) contained in this Agreement are for use on grants, contracts, and other agreements with the Federal Government. This Agreement was negotiated by **South Bay Workforce Investment Board, Inc.** (non-Federal entity) and the **U.S. Department of Labor** in accordance with the authority contained in the Federal Acquisition Regulation (FAR) for commercial entities, or Title 2 of the Code of Federal Regulations, Part 200 for nonprofit and state/local entities. This Agreement is subject to the limitations in Section II, A, below.

When applicable, the rates presented in this Agreement may only be applied to: (1) cost-reimbursement contracts and (2) actual costs for materials in time-and-materials (T&M) contracts. Any indirect rates for labor costs in T&M, labor-hour and fixed-price contracts must be negotiated with the Contracting Officer during pre-award in accordance with FAR Part 15.404-1(c).

SECTION I: RATES

<u>TYPE</u>	<u>APPROVAL</u>	<u>FROM</u>	<u>TO</u>	<u>RATE</u>	<u>BASE</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
Indirect	Final	07/01/2020	06/30/2021	17.50%	SW-1	Loc-1	AP-1
Indirect	Provisional	07/01/2021	06/30/2022	17.51%	SW-1	Loc-1	AP-1
Indirect	Provisional	07/01/2022	06/30/2023	17.50%	SW-1	Loc-1	AP-1

(SEE SPECIAL REMARKS)

BASE:

SW-1: Total direct salaries and wages including vacation, holiday, sick pay, other paid absences, and all applicable fringe benefits.

LOCATION:

Loc-1: All Locations

APPLICABLE TO:

AP-1: All Programs

TREATMENT OF FRINGE BENEFITS: Fringe benefits are specifically identified to each employee and/or are charged individually as direct or indirect cost (as applicable). See Special Remarks section of this Agreement for more details.

TREATMENT OF PAID ABSENCES: Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

SECTION II: GENERAL

A. **LIMITATIONS:**

Use of the rate(s) contained in the Agreement is subject to all statutory or administrative limitations and is applicable to a given Federal award or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions:

1. No costs other than those incurred by the non-Federal entity or contractor were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the non-Federal entity and allowable under the governing cost principles.
2. The same costs that have been treated as indirect costs have not been claimed as direct costs.
3. Similar types of costs have been accorded consistent treatment.
4. The information provided by the non-Federal entity or contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate by the Federal government. In such situations, the rate(s) may be subject to renegotiation at the discretion of the Federal government.
5. The rates cited in this Agreement are subject to audit.
6. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in this Agreement should be adjusted to the applicable rate(s) cited herein and be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.
7. Contracts/grants providing for ceilings as to the indirect cost rate(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the contract or grant agreement.
8. Administrative costs consist of all Direct and Indirect costs associated with the management of a non-Federal entity's programs. Non-Federal entities should refer to their contracts/grants terms and specific program legislation for the applicable definition of Administrative Costs and any related limitations.

B. ACCOUNTING CHANGES:

This agreement is based on the accounting system purported by the non-Federal entity or contractor to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval from the Cost & Price Determination Division (CPDD). Such changes include, but are not limited to changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. NOTIFICATION TO FEDERAL AGENCIES:

A copy of this document is to be provided by the non-Federal entity or contractor to other Federal funding sources as a means of notifying them of the Agreement contained herein.

D. DEFINITION OF RATES:

1. Final rate means an indirect cost rate applicable to a specified past period which is based on the actual costs of the period. A final rate is not subject to adjustment.
2. Provisional rate or billing rate means a temporary indirect cost rate applicable to a specified period which is used for funding, interim reimbursement, and reporting indirect costs on Federal awards pending the establishment of a final rate for the period.
3. Predetermined rate means an indirect cost rate, applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment.
4. Fixed rate means an indirect cost rate which has the same characteristics as a predetermined rate, except that the difference between the estimated costs and the actual costs of the period covered by the rate is carried forward as an adjustment to the rate computation of a subsequent period.

The Special Remarks section of this agreement may include a carry forward amount(s) for the applicable fiscal year(s).

E. SPECIAL REMARKS:

1. Provisional/Final Rate approval and impact to closeout adjustments:

When seeking initial reimbursement of indirect costs using the provisional/final rate methodology, a provisional proposal must be submitted within 90 days of receiving a Federal award (financial assistance, grants, cooperative agreements, and cost reimbursable contracts) that requires accounting for actual costs incurred. The non-Federal entity or contractor must submit an indirect

cost rate proposal within six (6) months after the end of their fiscal year to establish a final rate.

Once a final rate is negotiated, billings and charges to Federal awards must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the non-Federal entity or contractor may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the non-Federal entity or contractor will be required to reimburse the funding agency for the excess billings.

Non-Federal entities or contractors receiving a Federal cost reimbursable contract(s) - Must adhere with FAR 52.216-7(d)(2)(v), to settle final indirect cost rates typically on an annual basis:

“The contractor shall update the billings on all contracts to reflect the final settled rates and update the schedule of cumulative direct and indirect costs claimed and billed, as required in paragraph (d)(2)(iii)(I) of this sections, within 60 days after settlement of final indirect cost rates.”

In addition, the contractor shall provide to the Contracting Officer the noted cumulative costs schedule within 60 days of the execution of this agreement.

If the non-Federal entity or contractor has completed performance under any of the contracts covered by this Agreement, a final invoice or voucher must be submitted no later than 120 days from the date on which this Agreement is executed, following guidance from FAR 52.216-7(d)(5) and FAR 52.216-7(h).

Non-Federal entities receiving Federal awards (financial assistance, grants, and cooperative agreements) – Note that even if Federal awards are administratively closed prior to the settlement of final indirect cost rates, non-Federal entities still must comply with the following 2 CFR Part 200 clauses stating, in part:

§200.344 Post-closeout adjustments and continuing responsibilities

(a) The closeout of a Federal award does not affect any of the following:

- (1) The right of the Federal awarding agency or pass-through entity to disallow costs and recover funds on the basis of a later audit or other review. The Federal awarding agency or pass-through entity must make any cost disallowance determination and notify the non-Federal entity within the record retention period.
- (2) The obligation of the non-Federal entity to return any funds due as a result of later refunds, corrections, or other transactions including final indirect cost rate adjustments.

§200.345 Collection of amounts due

(a) Any funds paid to the non-Federal entity in excess of the amount to which the non-Federal entity is finally determined to be entitled under the terms of the Federal award constitute a

debt to the Federal Government.

- (b) Except where otherwise provided by statutes or regulations, the Federal awarding agency will charge interest on an overdue debt in accordance with the Federal Claims Collection Standards (31 CFR parts 900 through 999). The date from which interest is computed is not extended by litigation or the filing of any form of appeal.
- 2. Fringe benefits include the following: FICA, state unemployment insurance, medical insurances, worker's compensation, retirement, and life insurances.
- 3. Equipment is defined as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition. The capitalization threshold for equipment is \$5,000.

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4. The indirect salaries approved as part of the Rate/CAP in Section I comply with the applicable ETA TEGL 5-06 and/or Job Corps salary and bonus restrictions.

ACCEPTANCE

BY THE NON-FEDERAL ENTITY:

South Bay Workforce Investment Board, Inc.
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250

(Non-Federal Entity)

(Signature)

Jan Vogel

(Name)

Executive Director

(Title)

3/29/2022

(Date)

**BY THE COGNIZANT AGENCY FOR
INDIRECT COSTS, ON BEHALF OF THE
U.S. FEDERAL GOVERNMENT:**

U.S. Department of Labor
Cost & Price Determination Division
200 Constitution Ave., N.W., S-1510
Washington, DC 20210

(U.S. Federal Government Agency)

(Signature)

for
Victor M. López

(Name)

Chief, Cost & Price Determination Division

(Title)

3/24/2022

(Date)

Negotiated By: Phát Châu
Office Phone: (202) 693-4103
Email: chau.phat@dol.gov