YEAR ONE RESOURCES OVERVIEW

Throughout Year One of YARG, your TA team has provided a wide variety of resources to equip grantees to launch, develop, and implement youth apprenticeships and plan for their long-term sustainability. From webinars and other virtual events to written content, such as tip sheets, guides, and tool kits, the collection of materials at your fingertips should answer many questions and address many issues. The content may include shared knowledge from fellow grantees or offer insights and advice from subject matter experts – or both.

We have also created the YARG Community, a virtual platform where grantees can access these (and other) resources and contribute comments to engage with each other and with the TA team.

To end the year, we wanted to highlight some of these materials to allow you to review those that may be particularly useful or catch up on some you may have missed. Links are provided with each entry, but you can also browse the Community for others or search the entire WorkforceGPS site by starting here.

TA PRODUCTS

How Apprenticeship Programs for Opportunity Youth Stay Resilient Through the COVID-19 Recession

We followed up on the YARG Peer-to-Peer session “Best Practices for Recruiting and Service Delivery During a Pandemic” with a resource that encapsulated the promising practices shared in that discussion. Find it here.

To further assist grantees with pandemic-related challenges, particularly those affecting opportunity youth, we also recommend the JFF, Center for Apprenticeship and Work-Based Learning, report How Apprenticeship Programs for Opportunity Youth Stay Resilient Through the COVID-19 Recession.

The Report documents practices being used by Apprenticeship Expansion and Modernization Fund (AEMF) sites to sustain their opportunity youth apprenticeships through these challenging times. These strategies can be applied to many types of apprenticeship programs and should prove useful to YARG grantees as they cope with pandemic-related issues.

To learn more about the promising practices documented in the report, click here.
Youth Apprenticeship Aligned Industry Trends

This useful reference includes current trends on industries in which two or more YARG programs are being developed – Advanced Manufacturing, Construction, Financial Services, Health Care, Hospitality, and Information Technology. It also provides information on high-level trends in other industries where YARG grantees have program connections.

Find it on the YARG Community here.

WEBINARS & WEBCASTS

"Sustaining Your YARG Program"

This webinar shows how a solid sustainability plan from Day One can support program continuation and future growth as it breaks the concept into three components: Planning, Thinking & Mindset, and Execution. Two grantees also discuss how sustainability plans and implementation are unique to locale, circumstances, and participants. Find it on the YARG Community here.

"Co-Enrollment Across Apprenticeship Grants, Contracts and Cooperative Agreements"

This webcast is an overview of ETA’s co-enrollment policy for two key areas of apprenticeship funding. It walks grantees through the purpose, benefits, and conditions of co-enrollment. It explains when it’s appropriate to co-enroll and how to do so. It also offers some co-enrollment scenarios and FAQs and outlines the roles and responsibilities of grantees.

Find the webcast and presentation slides for this training here. Find the synopsis here.

"Credentials: What They Are, Where to Find Them, and What Counts for Performance"

Credentials play a key role in workforce development. For employers, credentials can assist in identifying qualified workers, upskilling their current workforce, and competing in the marketplace. For job seekers, obtaining credentials can improve employability and lead to career advancement and higher wages.

This webinar provides information on the characteristics of quality credentials and the types of credentials available. Speakers highlighted resources and tools for locating relevant credentials and determining what credentials may count towards grant performance outcomes. View the recording here.

YARG Performance Accountability and
**Reporting**

YARG grantees should review this event to further understand the importance of performance accountability and reporting and the areas to focus on in the process. Detailed here are the nine YARG-specific indicators of performance as well as the WIOA core indicators – how are they calculated and what they mean. Finally, grantees will learn how the performance pieces fit together, for instance, which indicators should receive the most attention and why. View the recording [here](#).

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**"Effective Recruitment & Outreach Strategies"**

Discover proven strategies and practices that will make your recruitment efforts pay off. Once you understand the principles of effective recruiting, onboarding, and outreach, you’ll see how these important building blocks impact your participant experience and retention. This webinar will also show how to create a pipeline of participants from underrepresented populations. View the recording [here](#).

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**"Promising Practices for Program Implementation"**

This webinar introduces grantees to best and promising practices that will ensure the successful implementation and sustainability of their apprenticeship programs. The practices, strategies, and tips are relevant to service providers, training institutions, employers, and apprentices. Recommended practices are aligned with Youth Apprenticeship Readiness Grants (YARG’s) Program Elements and Success Factors. View the recording [here](#).

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**TIP SHEETS**

**Tips for Engaging Youth in Virtual Spaces**

Program continuity is essential to ensuring success for apprentices and pre-apprentices. Service providers have avoided learning disruptions by devising ways to modify or completely revamp programs to adapt to distancing policies imposed by COVID restrictions. Many of these mechanisms will continue to prove useful under certain circumstances – in rural programs, for example.

The “YARG Training Strategies Tip Sheet” will provide grantees with promising practices for student-centered support and training in a virtual space. Download [here](#).

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**Building Recruitment Pipeline Tip Sheet**

Active engagement with youth is the key to successful youth programming and apprenticeships – and engagement requires effective outreach and recruitment strategies. The YARG Building Recruitment Pipeline Tip Sheet is a handy, one-page visual map offering creative techniques for connecting with youth by maximizing social media, engaging youth as program ambassadors, developing community partnerships, and utilizing media to highlight success stories.

Use this tool to strengthen your recruitment pipeline and make solid connections with youth in your community!
Quick-Start Success Stories Guide

It’s never too early to start collecting success stories that bolster your recruiting efforts, step up your partner engagement, and build a foundation for future sustainability. Here’s a resource that simplifies the process. The *Quick-Start Success Story Guide* is a fill-in-the-blank template that tells you exactly what information to gather, enabling you to develop success stories in no time. Soon you’ll have built up a sizeable compilation of invaluable marketing materials.

Find the *Quick-Start Success Story Tool HERE* – and start using it today!

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Data Management Tip Sheet

“Preparing for Effective YARG Data Management” is a tip sheet where you’ll find some solid methods for capturing, analyzing, and reporting participant data. Also included are resources that were developed for other discretionary grant programs or by non-federal entities, but which are relevant to the YARG Grant. Find it on the Community at this link.

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Sustaining Your Youth Apprenticeship Readiness Grant

To reinforce the May webinar on sustainability, the YARG team has developed this tip sheet to serve as a useful quick reference as you consider ways to sustain your programs beyond the grant. It begins with the reminder that the time to start this all-important process is now.

It follows up with a checklist of suggestions and action items that will guide you through planning and determining what to sustain, instituting a sustainability culture to make it an everyday practice throughout your organization, engaging partnerships in the effort, and executing your plan. Several resources are also described that that can be accessed for more detailed information. Find it [here](#) on the YARG Community.

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SYNOPSISES

Developing Effective Strategic Partnerships

This Peer-to-Peer was designed to help grantees develop techniques for recruiting and solidifying effective partnerships. The forum was an opportunity for YARG grantees to share their experiences in partnership development and to gain insights on effective strategies for collaborating with multiple partners to meet performance goals and sustain program efforts. The synopsis compiles highlights of our information-sharing session and includes some additional resources and references.

YARG grantees, if you haven't received your copy, send an email to YouthAsReady.Grants@dol.gov and we'll get a copy to you right away!

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Recruiting & Service Delivery During a Pandemic
OTHER TA

Tools to Help Engage Employers and Job Seekers

While building and facilitating your YARG program, keep in mind that there are easily accessible resources on Apprenticeship.gov that will help you as you work to establish connections with employers, service providers, and prospective apprentices.

**Discover Apprenticeship Fact Sheet**
Everything you need to promote your program to prospective enrollees and employer partners. [Download](#) this handy sheet to use for talking points and as a hand-out.

**Discover Apprenticeship Page for Employers**
An in-depth resource designed to help you communicate the value of apprenticeships to employers in language they understand. It addresses such important employer concerns as attracting skilled workers, improving profitability and productivity, reducing turnover, and increasing retention and diversity.

PERFORMANCE REPORTING

Reminder: Next Quarterly Reporting Due Date is August 16, 2021 (for the performance period April 1 – June 30, 2021)

As you know, the current reporting period ended on June 30, 2021. Submitter-certifiers may begin uploading performance data into WIPS as soon as the first day after the end of the quarter (i.e., July 1, 2021). Quarterly Narrative Reports (QNR) are also due! Avoid the mad dash to the end and begin your submissions early!

**WIPS Submitter/Certifiers**
Grantee staff who upload data files into WIPS (submitters) and those who certify the final QPR (certifiers) now have total access—meaning that one person now has full access to both upload data and certify the final report. However, an individual may only certify the data set that they also uploaded. Individuals are not able to certify a QPR for data that they did not also upload into WIPS. Grantees should also remember that a new designation letter must be submitted when requesting WIPS access for a new staff member.

**Data Collection Update**
The Office of Management and Budget recently approved the DOL-Only Performance Accountability, Information and Reporting System Information Collection Request (ICR). Implementation for revisions for PIRL 2021 will be effective the next reporting period, July 1, 2021 through September 30, 2021 (QPR due no later than November 15, 2021). In the meantime, grantees should continue using PIRL 2020 and the current Apprenticeship schema for the QPR due August 16, 2021 (for the reporting period April 1, 2021 through June 30, 2021).

New Quarterly Narrative Report (QNR) Template and Submission Through

This solution sheet compiles highlights of our information-sharing session where grantees shared challenges, resources and promising practices of program implementation during a pandemic. The resource also includes some additional tips and references.

Look for this resource [here](#).
A new QNR template will be implemented soon where grantees will be able to upload the narrative report directly into the Workforce Integrated Performance System (WIPS), instead of emailing it to the grant mailbox and FPO. This functionality and the new template will be available for the next reporting period when the QNR will be due no later than November 16, 2021.

Performance Spotlight—Employer Engagement

As you know, one of the performance metrics which YARG grantees are responsible for includes “employer engagement”. Specifically, you will find this metric in the Funding Opportunity Announcement (FOA-ETA-20-06) on page 56 as item B3 under **Expanding Apprenticeship Program Outputs** indicator, as “Total number of new employers engaged due to the grant” (i.e., those employers that adopt apprenticeship program as a result of your grant project). Please note that this indicator is limited to those employers that you engaged that subsequently adopted apprenticeship programs as a result of your work under this grant project. Please do not include employers you reached out to that did not adopt apprenticeship programs when reporting under this performance metric.

- When completing the table, provide only the number of employers who adopted apprenticeship programs as a result of your grant for this metric.

- Using your QNR, please tell us specifically about those employers who adopt apprenticeship programs as a direct result of this grant. Provide the employer name(s), industry, describe the program, tell us about the apprentices, how many, any success stories, any lessons learned, any other opportunities. We also recommend that you tell us about any other employer engagement (in addition to this metric).

Optional Table YARG Indicators Table

As we transition to using WIPS to report data we want to be sure we are accurately collecting data. In addition to submitting your data through WIPS, we are requesting that you include data from the nine YARG indicators outlined in Appendix A of the Funding Opportunity Announcement (FOA-ETA-20-06). We have previously shared an optional table (shown below) for you to copy and paste into your report. The table requests current quarter, yearly actual, yearly target, total target, total actual (cumulative program-to-date) data for the **Participant Outputs and Outcomes Performance Measure Table** (YARG indicators 1-6). For the **Expanding Apprenticeship Program Outputs** (YARG indicators 7-9), we are requesting data from the current quarter, total target and total actual (cumulative program-to-date). Please email YouthASReady.Grants@dol.gov if you need further clarification.
### Participant Outputs and Outcomes

<table>
<thead>
<tr>
<th>YARG Indicator</th>
<th>Current Quarter Results</th>
<th>Year 1 Target</th>
<th>Year 1 Actual</th>
<th>Year 2 Target</th>
<th>Year 2 Actual</th>
<th>Year 3 Target</th>
<th>Year 3 Actual</th>
<th>Year 4 Target</th>
<th>Year 4 Actual</th>
<th>Total Target</th>
<th>Total Actual</th>
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<td>1. Total participants served - Total number of all participants served (receiving a grant-funded service) in the program.</td>
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<td>2. Total participants who enter a Registered Apprenticeship Program</td>
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<td>3. Total participants who complete a Registered Apprenticeship Program</td>
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<td>4. Total participants who receive a degree, or other type of credential during the period of performance</td>
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<td>5. Average hourly wage of apprentice at exit</td>
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<td>6. Total participants in Post-Exit Training-Related Employment in the second quarter after exit</td>
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### Expanding Apprenticeship Program Outputs

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<th>YARG Indicator</th>
<th>Current Quarter Results</th>
<th>Year 1 Target</th>
<th>Year 1 Actual</th>
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<th>Year 3 Target</th>
<th>Year 3 Actual</th>
<th>Year 4 Target</th>
<th>Year 4 Actual</th>
<th>Total Target</th>
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<tbody>
<tr>
<td>1. Total number of all newly created apprenticeship programs, including newly created Registered Apprenticeship Programs.</td>
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<td>2. Total number of existing apprenticeship programs, including Registered Apprenticeship Programs, that are expanded (e.g., new industries, occupations or service areas, or increased number of apprentices registered).</td>
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<td>3. Total number of new employers engaged due to the grant (i.e., those employers that adopt apprenticeship programs as a result of your grant project).</td>
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