Save the Dates!

Grants Management Corner

Technical Assistance Activities

Reporting Roundup

Quick Links to Key Apprenticeship Expansion Websites

Quick Links to Key Coronavirus Websites

SAVE THE DATES!

Jan
tbd

WIPS Office Hours (Invite to come from OAGrants.WIPS@dol.gov)

Jan
tbd

WIPS Follow-Up Training for ASE and SAE 2020 Grantees

GRANTS MANAGEMENT CORNER

Ongoing TA to Support Your Transition to WIPS Reporting

With the initial Workforce Integrated Performance System (WIPS) training series under your belt, we hope ASE and SAE 2020 grantees feel more confident about reporting performance data in WIPS starting with the quarter ending December 31, 2020 (for ASE grantees) and March 31, 2021 (for SAE 2020 grantees). If you missed any of the training modules, the recordings and materials will be available soon through the WIPS training landing pages in the ASE community (for the ASE grantees) and in the Apprenticeship Community (for the SAE 2020 grantees).

Still have questions or concerns? Never fear! We will host informal office hours starting January mid-month to give you an opportunity to ask questions and get the information you need. Grantee training attendees and grant contacts can expect an invitation after the first of the year. We will also have follow-up training for ASE and SAE 2020 grantees that you won't want to miss! Watch for the invitation in the new year for full details.
Apprenticeship Success Story in the News

CNBC recently highlighted the power of pre-apprenticeship and Registered Apprenticeship to change the trajectory of people's lives. CNBC told the story of Memesha Davis, a Brooklyn native and mother of two who, in 2015, was making $13,000 a year and struggling to care for her children. After taking part in a pre-apprenticeship through Nontraditional Employment for Women (NEW) and a three-year ironworker apprenticeship, today Davis expects to make over $100,000 as a union ironworker journeyman. "NEW was definitely a life-changer. It gave me back my confidence and...I went from 'I can't' to 'I know I can,'" Davis recalled. Read the full article or watch the video here.

TECHNICAL ASSISTANCE ACTIVITIES

Office of Apprenticeship Office Hours

ASE and SAE 2020 prime grantees can join us for any or all of our open office hours which will begin in January. These office hours will be staffed by grant performance personnel who will be available to discuss your specific questions and challenges regarding grant files, error resolution, data element definitions, and other reporting specifics. You can also send these types of questions to OAGrants.WIPS@dol.gov. An invitation will be sent to all prime grantee WIPS training registrants and grantee contacts with specific access information after the first of the year.

A Deeper Dive into Apprenticeship Expansion Promising Practices - Apprenticeship Pipelines and Diversity

As apprenticeship opportunities grow, states are taking steps to ensure that all workers and job seekers have access to and are supported in apprenticeship opportunities. The new Apprenticeship Pipelines and Diversity promising practices brief looks at ways grantees are investing in quality pre-apprenticeships that provide people with on-ramps to apprenticeships and prepare them for success; partnering with trusted organizations - such as corrections and vocational rehabilitation agencies - that serve underrepresented populations; and facilitating partnerships between those organizations and employers. Explore all the new SAE Promising Practices briefs to learn more!

REPORTING ROUNDUP

Next Quarterly Reporting Due Date: February 14, 2021

Quarterly Narrative Reports
Success stories are critical for telling our story and showing the public and funders the value of the apprenticeship expansion investments. For this reason, we ask you to include participant success stories in your Quarterly Narrative Reports. Not sure what to write? ETA's Performance page features a different Workforce Innovation and Opportunity Act (WIOA) success story each month that might inspire you.

You can also find many WIOA success stories in the 2018 State Success Stories Report, some of which feature apprentices like Maureen, who immigrated to the United States from Nigeria in October 2017, seeking asylum after being forced into marriage. A contextualized English as a Second Language class offered by the Baltimore Alliance for Careers in Healthcare (BACH) helped her learn how to navigate the process of applying for jobs in the United States. BACH's career coach helped her interview successfully and land an environmental care supervisor apprenticeship at Johns Hopkins Hospital, where she is building on skills she developed in Nigeria and earning more than $16 per hour - enough to move into her own apartment.

When you're telling your stories, please try to articulate the difference the apprenticeship is making in someone's life and help the reader understand how your grant-funded services made it possible. Thanks for helping us get out the good news!

---

**SAE Reporting Updates**

SAE grantees in close-out status should refer all questions to the close-out specialist identified in the close-out package materials sent to the Authorized Representative. You can reference OGM's guidance on grant closeout here.

SAE grantees that received an extension should continue to report financials and performance in the same manner and on same quarterly basis as previously required. Note that an extension applies only to the end date for the individual grant and does not constitute an extension to begin work on other grants with overlapping periods of performance. Grantees should operate each grant according to its own period of performance, which means operating multiple grants with overlapping periods of performance concurrently with the appropriate staff and financial and reporting controls in place to prevent inadvertent duplication of effort or costs.

---

**ASE Reporting Updates**

ASE grantees with participants will begin uploading data into WIPS for the report due February 14, 2021. All ASE grantees should have some cumulative participants by the next quarter's due date; however, if some still do not, those grantees cannot report into WIPS and must submit an interim report.

Given the number of grantees entering the system, the anticipated learning curve bumps, and resulting error message resolution process, we strongly encourage all grantees to start to upload at least 10 days prior to the due date for the first few reports, ideally 3-4 weeks in advance. That will allow both you and the TA team the maximum amount of time to resolve any errors.

As a reminder, ASE grantees reporting into WIPS may - for ONLY the report due
February 14, 2021 - submit both in WIPS but also submit an interim QPR via email with their QNR to ensure an on-time submittal date. If an ASE grantee with cumulative participants, however, submits ONLY an interim QPR, the report will not be counted as submitted until the WIPS report is certified.

Don't forget, we're here for you in many different ways to help you over the initial learning bumps! Office hours will begin in January, the recordings of the WIPS trainings will be posted by next week, and there are also multiple resources in the reference guide and additional trainings by WIPS personnel. So be sure to check the ASE Grants Reporting Resources page in the ASE Community for more information, and keep an eye out for new tools being posted to help you!

SAE 2020 Reporting Updates

SAE 2020 grantees with participants will begin uploading data into WIPS for the quarter ending March 31, 2021, for which the report is due May 14, 2021. SAE 2020 grantees should be starting to implement activity, as grants with overlapping periods of performance should be operating concurrently.

Given the number of grantees entering the system, the anticipated learning curve bumps, and resulting error message resolution process, we strongly encourage all grantees to start to upload at least 10 days prior to the due date for the first few reports, ideally 3-4 weeks in advance. That will allow both you and the TA team the maximum amount of time to resolve any resulting file errors.

As we mentioned for ASE grantees above, don't forget, we're here for you in many different ways to help you over the initial learning bumps! Office hours will begin in January, the recordings of the WIPS trainings will be posted by next week, and there are also multiple resources in the reference guide and trainings. So be sure to check the SAE 2020 Grant Resources page in the Apprenticeship Community for new information and tools being posted to help you!

QUICK LINKS TO KEY APPRENTICESHIP EXPANSION WEBSITES

- OGM closeout package and FAQs
- Online courses on grant closeout and audit resolution
- AIM Resource Library
- ASE Grants Community
- SAE/General Apprenticeship Community
- Apprenticeship.gov
QUICK LINKS TO KEY CORONAVIRUS WEBSITES

- Coronavirus (COVID-19) Resources at Workforce GPS (including ETA COVID-19 FAQs)
- DOL Coronavirus Resources page
- Coronavirus.gov
- National Governors Association's COVID-19: What You Need to Know page

"We must free ourselves of the hope that the sea will ever rest. We must learn to sail in high winds."

~ Aristotle Onassis, Greek shipping magnate