**WorkforceGPS**

**Transcript of Webinar**

**TA Kick-Off for Youth Apprenticeship Readiness Grantees**

**Wednesday, September 16, 2020**

*Transcript by*

*Noble Transcription Services*

*Menifee, CA*

LAURA CASERTANO: Again, I want to welcome everyone to today's "Youth Apprenticeship Readiness" webinar. And I'm going to turn things over to one of your moderators today, Toni Wilson. She's a grant program co-lead. Toni, take it away.

TONI WILSON: Hello, everybody. And welcome to the Youth Apprenticeship Readiness -- our training today. We'll be using the words YARG, which stands for Youth Apprenticeship Readiness grants, so that everybody knows why we have the G added to that.

So welcome. We're so excited to have everyone here today. We have our 14 YARG grantees. We have our federal project officers. We have our state leads. We have our YARG coaches. And we also have members of our DOL YARG team. So let's see who is actually on the call and let's get started with a poll.

If you can please select the role that you play in your Youth Apprenticeship Readiness grants. Are you the authorized representative? Or maybe you're the program director or manager? Maybe the training partner or employer partner? Or even -- maybe even the service partner. And as I said, I know we also have TA coaches on the line. Or if you are other you can put that in. I know we have federal project officers; you're welcome to use that "other." Sorry we didn't actually name you in this, so put it in that. But let's just see who's on the call.

YARG has lots of interconnections. And as I can see, most are program managers and directors that are on. So some -- yeah, a lot of great stuff. But also some of the authorized representatives, which is great. And then coaches, which we'll get to meet soon. And then a lot of the others, which I'm assuming most are in our FPOs. So welcome, welcome. All righty.

All right. So let's get started as our moderators. Let's start out. My name is Toni Wilson and I'm one of the co-leads for the grant program and I'm also the acting contract officer representative, which means I just help manage the contract. And I'm part of the OWI's Division of Youth Services here at ETA.

And we are -- the youth office is in partnership with the apprenticeship office, which is Andrea Hill. She is our other co-lead with the office -- she's the grant program co-lead with the Office of Apprenticeship with ETA. And so Andrea's on the line and she will be throughout so she can help out in chat and will be at the end helping out with any Q&A. So you'll see her name often and so we're happy to work with Andrea.

And then in reference to the way our OA and ETA team works is that we basically have partnered with the Office of Apprenticeship and the Office of Youth Services. So we're very excited to have this opportunity to bring the youth office and the apprenticeship office together.

So in addition to Andrea and I working together as co-leads, we have a great time, which includes Randy Coplitz (ph) through the Office of Apprenticeship. He is our technical assistance lead, so all of the TA that we're talking about, he helps to make sure those things are happening.

We have Maisha Meminger, who is our content manager. She is with the Division of Youth Services and she does a lot of our work in reference to our community of practice, which you will hear about a little later, making sure those things happen.

And then we also have Evan Rosenberg, who is our performance lead. He is also with the Division of Youth Services and all things performance. Evan is great at it, great resource, so you'll see and hear -- you'll see his name a lot and he is on this call. So if for any reason we have some questions at the end, he can jump on.

Just wanted to get you familiar with these names and there will be plenty of other opportunities in the future where the various members will be on the call and opportunities to talk with them directly. So welcome to the team.

In addition to that, we have our technical assistance contract with High Impact Partners -- HIP. And we are very excited they will be our presenters today. We have the pleasure of having president and CEO Susan Shorters; she will be on.

And we have -- we call her Allie (sp), Allie Simon, and she is the technical assistance project lead and she's probably the one you're going to probably see the most interaction with directly. She runs our mailbox; all things TA is usually going through her hands, all with High Impact Partners.

And High Impact Partners has done contracts with DOL both in the youth office and in others. And Susan will probably have an opportunity to talk a little more about what they've done, but they have a lot of experience around technical assistance. They've worked with our Youth Career Connect and done a lot of work on that. A lot of TA products, resources, putting together events and peer-to-peer opportunities. So we're in very good hands and we're very excited for all that we're going to be able to offer our 14 grantees and team as we go forward.

So with that said, I wanted to jump into our today's objectives, because I know we really want to get to the meat of that. We're going to be providing an overview of our Youth Apprenticeship grantee TA activities and services. And then we will talk about our approach to deliver of TA services. And then we'll have an opportunity to introduce you to the full TA team, their roles; that includes the coaches, the grantees -- I mean, the coaches and the subject-matter experts.

And then an overview of the YouthBuild -- I mean, the youth -- I'm sorry. Overview of the Youth Apprenticeship Readiness grant, our community on WorkforceGPS. So we are very excited about showing you that if you haven't already been on.

So today's agenda is introductions, which we've done. We'll be discussing the goals of TA, introduce YARG's TA team. We're going to be providing an overview of the TA activities and services. As I mentioned, we'll discuss our community -- our YARG community and also how to sign up if you have not. And then an opportunity to meet all of our coaches. And then we'll have some discussion and then we'll end with Q&A.

So with that said, I will get out of the way and I would love -- I love to have the opportunity to introduce you to Allie. Allie?

ALEXANDRA SIMON: Hi. I'm Allie Simon, TA lead for HIP on the Youth Apprenticeship Readiness grants program, and I'll provide grantees with a brief overview of YARG today.

Fourteen organizations were awarded Youth Apprenticeship Readiness grants in 14 different states and the District of Columbia. YARG awards are structured to support the enrollment of youth 16 to 24 years, in and out of school, into new or existing registered apprenticeship programs, and promote the apprentice's process of success in the program by ensuring wraparound services are readily accessible.

Lack of access to child care, transportation, educational attainment, and appropriate work clothing, as well as criminal background and disabilities, are the most common hindrances to successful program completion. Through a network of workforce practitioners, YARG will ensure critical support is provided for youth to -- (inaudible) -- viable career pathways.

And through the -- (inaudible) -- program, they'll partner directly with educational entities, including traditional, alternative, and nontraditional schools, as well as programs that serve out-of-school youth, school boards, workforce boards, employers, workforce partners, and other apprenticeship intermediaries.

The Youth Apprenticeship Readiness grants are located throughout the U.S. in 14 different states and the District of Columbia. And there are even some locations where services overlap. YARG industries and populations -- YARG grantees will prepare for youth -- prepare youth for careers industries including, but not limited to, manufacturing, information technology, cybersecurity, and health care.

The populations serviced by the grant are, as we've mentioned, youth ages 16 to 24, particularly underrepresented populations, such as women, people of color, ex-offenders, and persons with disabilities, as well as youth with barriers to employment and both in- and out-of-school youth.

To speak more about the Youth Apprenticeship Readiness technical assistance, I will pass it over to Susan Shorters, CEO and president of HIP.

SUSAN SHORTERS: Thank you very much, Allie. And thank you, everyone, for joining our technical assistance webinar today. We are delighted to have you.

I want to share with you a little bit about what we will be doing regarding technical assistance for the YARG grants. So I will give you an overview and I will also use this opportunity just to remind you, if you have any questions, please put them in the chat. We will be addressing questions at the conclusion of the webinar and we want to make sure we get your questions answered if you have them.

So High Impact Partners is one of the three organizations that will be providing you with technical assistance. HIP is a project management and technical assistance organization. We're actually headquartered in Washington, D.C., and we've been around for over a decade. We have experience with coaching and training, facilitation and project management, and really grants management support of grantees across the spectrum, particularly at the Department of Labor.

Our partners on this technical assistance project are the National Association of Workforce Boards -- or NAWB. And NAWB represents over 500 workforce development boards and their over 12,000 business members. So they bring a wealth of workforce development experience to this project.

PEP, or Performance Excellence Partners, is a government contractor and they have over 20 years of experience supporting federal agencies. They supported workforce development as well as organizational development in coaching, training, grantee support, as well as project management.

So the benefit here is that you as grantees have the benefit of leveraging these three organizations. And we will bring our experience and strength to this project and to the support of the grantee.

So what will we be doing with this project? So the goals of technical assistance are really twofold: customized TA as well as responsive TA. Now, customized TA, what we will do with the grantees is really work individually with the grantees.

Each grantee has been assigned a coach, which you will hear about in a little bit. And those coaches will work with each of their assigned grantees to provide technical assistance that's tailored to that grantee's program. And it's all to increase the registered apprenticeships of youth and really meet the six core objectives, which Toni talked about.

And then responsive TA is also looking at the needs of the grantee. So each grantee and their project will have specific needs on various topics that the coach will work with the grantee to support. And it could be working with partners. It could be organizational development, your training program, et cetera.

And I will take this opportunity to just say that not only do we provide the customized and responsive TA, but our TA and our coaches are also proactive. We're always looking for promising practices and are focused on observations and any challenges that may come up. So we have that lens going all the time. So it won't just be responsive and customized, but also proactive to try and head off any challenges that may come.

Now, what specifically will the coaches do? The grantees are obviously going to have opportunities and challenges and promising practices, as I said, earlier. So the coaches will work with each of their assigned grantees to provide one-on-one TA. That will come in the form of monthly one-on-one calls and conversations, as well as ongoing email and phone communication as needed by the grantee.

It also will involve resources and tools that the coaches will provide to the grantees that will help them to be successful with their project. And that can take the form of tip sheets, other types of tools and resources. And we always will post them on the community, which you will also learn about a little bit later. You will find a number of tools and resources to support your project there. And we are very focused on providing technical assistance and coaching that will help you to be successful with your project.

So these are the key supporters of the YARG grants and grantees. They are the federal project officer -- or FPO -- the coaches, as well as the regional OA subject-matter expert -- or SME. And I'll chat with you a bit about what each of these roles will provide.

But let me just say that the key message across roles that I want you to take away is that the number one goal of every one of these roles, as well as collectively, is the success of the grantee, the success of their grant program.

So with the FPO, the primary role that the FPO plays is relative to the grant itself. So any clarification on the FOA, any statement of work changes and modifications -- so if you need a mod, that would be with your FPO -- any fiscal questions related to expenditures, the budget, et cetera, all are with the FPOs responsibility. Quarterly performance outcomes also fall under the purview of FPO. And generally, any grant-related questions that arise should really go through your FPO.

For the coaches, as I shared earlier, they will be working with each of their individual grantees, as well as collectively as a coaching team. So working with grantees around any organizational structure issues; that would include staffing or with systems or processes or just general structural layout and organizational layout. Outreach and recruitment strategies are a big part of what the coaches work with grantees on to help you to be successful there.

The training design and implementation as well as partnership. And that could take the form as MOUs or any other types of partnership or stakeholder relationships that the grantees have, the coach will help you with that.

And then last but certainly not least, the regional OA SME will really work with the TA coach as well as the FPO and provide that guidance there, as requested by the FPO. And that's, again, a wonderful role to have along with the guidance there.

We also will have support from the regional OA SME around regional apprenticeship programs, the standards and work and processes, et cetera, because they are experts in the area of the RAPs and of course any RAP-specific questions.

So with that, I would like to turn it back over to Toni and Allie to talk about the core YARG elements.

MS. SIMON: Thank you so much, Susan. The YARG six core elements are really foundational in guiding the technical assistance, and they're also essential for grantees. So we'll review the YARG six core elements, which include: increasing awareness and adoption of the earn-and-learn apprenticeship model as a solution for experiential learning at the secondary education level.

The second YARG core element is to increase parental, young adult, and employer awareness around the benefits of youth participation in RAPs. Three, develop and expand the number of RAP opportunities for youth, ensuring they meet RAP standards and that pre-apprenticeship programs are high quality and ultimately lead to RAPs, which is the goal of the YARG program is to lead to a registered apprenticeship program.

Four, increase academic and career-focused learning among youth, based on sound assessments, to increase employability in the labor force. Five, to promote increased alignment between the state education and workforce systems through the development of policies that facilitate the transition from schools to a registered apprenticeship program. And six, increase RAP opportunities for all youth, particularly underrepresented populations, as we discussed earlier.

The YARG six core elements assist with developing technical assistance. And I'm going to use this time to also remind you to download the full TA menu, which is located in the bottom right-hand corner of your screen as one of the documents available for download, along with the PowerPoint presentation that you're seeing right now.

And moving on, I hope you paid attention to the YARG six core elements because we have a poll for you. Which core program element does your program work plan have as a focus over the next three to six months?

So if everybody could select which core program element they plan to focus on over the next three to six months, we'll see if there's a lot of similarities. Are many people selecting the same?

And so far we have develop and expand the number of RAP opportunities for youth taking the lead. Great. Thank you so much for your feedback because as we hear from the various grantees on which goal they're focusing on, which core program element, we can help provide technical assistance directed towards these core program elements.

I'll give you a few more minutes. OK. Great. Thank you so much. So thank you for your feedback. And if you didn't get a chance to put it in the poll, you can always tell us in the chat box and we can reach out to you later on.

Moving on to TA activities, TA activities will range from individual grantee monthly TA coaching calls, as we've already touched on, to webinars featuring subject-matter experts tailored to needs and desires of grantees. We'll also offer peer-to-peer engagement and small group coaching, based on grantee needs and interest.

Again, we're going to offer proactive TA. And a key element of the technical assistance to grantees will be these monthly coaching calls. We hope by now that you have been able to connect with your TA coach. And if not, you should be hearing from them shortly. And feel free to also reach out to me, Allie Simon. You can send an email to the youthasready.grants@dol.gov email address if you haven't heard from your coach. But everyone should be making those connections.

TA coaches will work closely with each grantee to address their specific programmatic needs.

Moving on to other TA activities, these will also include written resources. HIP will provide written resources relevant to the grant's lifecycle to support our technical assistance events distributed through the YARG community.

By now grantees should have received both the August and September Youth Apprenticeship Readiness Grants newsletter. The September newsletter was released but yesterday. If you're not receiving the newsletter for some reason, please email the YARG mailbox and let us know. And we'll provide the mailbox address in the contact page at the end of this presentation.

In addition to the newsletter, we will capture success stories, develop checklists, case studies, toolkits, tip sheets, and share promising practices, all of which will be sent to grantees but also we'll make available on the YARG community.

The YARG community. Have you visited the YARG community yet? Please be honest in this poll. Yes, you've visited. No. I'm not sure. And lastly, what is the YARG community? So if you're not sure, please let us know so we can help guide you to reaching this community better.

I'm pleased to see that overwhelmingly -- the majority of people have visited the YARG community, which is great. It's OK if you haven't, though, because I'm going to show you how to get there shortly. So I'll give it about another 30 seconds to see, in case anybody else wants to add to the poll.

Great. Thank you so much for quickly filling out this poll, have you visited the YARG community.

The YARG community is located on WorkforceGPS. And this is where we're going to share TA events and resources available for the Youth Apprenticeship Readiness grants community. So we'd like you all to visit the YARG community on WorkforceGPS and I'm going to show you how to get there and how to also sign up to receive alerts.

How to sign up for the YARG community. So first you need to visit WorkforceGPS and either sign into your account or sign up for an account. But if you're on this webinar, it means that you did register through WorkforceGPS, so that first step's already completed.

Select the dropdown titled "My WorkforceGPS" and click on "My Membership." Then you select "Youth Apprenticeship Readiness Grants" and click "Save Below." By adding the YARG community, you will receive email alerts based on the frequency that you select on your account.

And remember that this PowerPoint is available for download during the presentation and will also become available once the webinar is posted on WorkforceGPS, in case it's a little bit difficult for you to see how to register for the YARG community.

In addition to registering for the YARG community, we'd also like to encourage grantees to join the member directory on WorkforceGPS. Your contact information will become available to colleagues and you will be able to search for individuals who are listed too. This is a really excellent way to build connections and to connect with other grantees and peers. And it will be available to other people who are also members on WorkforceGPS. And so we encourage you to join the member directory so that we can build bridges and connect with other grantees.

Moving on and heading back to Susan, we're going to meet the TA coaches today.

MS. SHORTERS: Great. Thank you, Allie. I am delighted to introduce you to our technical assistance coaches for the YARG program. All of our coaches are highly skilled TA professionals that have decades of experience working in the grantee support space, in coaching, in particular with youth and education, et cetera.

So without further ado, let me introduce you to each of the coaches and also let you know what grantees they will be supporting.

So first is Jan Bray, who is a TA subject-matter expert and coach. Our subject-matter expert coaches, I will say upfront, will not only coach grantees, but they will also work on a group of subject-matter experts for strategy and technical assistance. So they will be looking across grantees and coming up with strategic technical assistance.

So Jan Bray will support CareerWise in Colorado. Jan is a senior advisor with the National Association of Workforce Boards -- NAWB -- one of the three organizational partners that I introduced to you at the outset. And Jan is specialized in best practices and connecting education and industry. And in her decades of experience, she has, among other roles, served on the apprenticeship advisory committee for the Department of Labor.

Next we have Eli Romero, who is also a TA SME and coach. Eli will be supporting Alamo Colleges District as well as the Alaska Works Partnership. So Eli is with Performance Excellence Partners -- or PEP -- another one of our organizational partners. And he has over a decade of experience on workforce development projects, career exploration and training, and working with youth in the career space and the education space as well.

Next we have Gina Worthey, who will also be a TA SME and coach, supporting Delaware Department of Education. Gina has over 16 years of experience delivering professional training as well as coaching for government and corporate projects, including work with the Office of Job Corps at the Department of Labor. She's worked in the training space for a number of years and will be, as with the other coaches, bringing that expertise to bear with the YARG project.

Next we have Kelly Middleton, who will be a TA -- I'm sorry, Kelly Middleton Banks. Kelly will be a TA coach for the Idaho Workforce Development Council; as well as The WorkPlace in Bridgeport, Connecticut; and also the Michigan Department of Labor and Economic Opportunity.

Kelly is a manager of program implementation at NAWB and she has extensive experience at both the local and national level in workforce development, including working on an equity in registered apprenticeship initiative.

Yolanda Tully is a TA coach and she will be supporting the National Restaurant Association Educational Foundation as well as the Oklahoma Department of Commerce. Yolanda has nearly three decades of workforce development experience, including specializing in multi-partner collaborations and programming, as well as coaching grantees, particularly in the youth space. She has managed programs at the state as well as the federal level.

Michael Laidlaw is a TA coach and will be supporting AMIkids, Inc. as well as the South Carolina State Board of Technical and Comprehensive Education and the Northwest Florida State College. Michael has extensive experience in training, strategic development management, organizational development, has worked with adults and youth populations in various states as well as abroad as well. So we certainly are delighted, as well with the coaches, to have Michael on our team.

Our next coach is Lisa Cameron, who will be supporting the Board of Regents for the Nevada System of Higher Education as well as Easter Seals TriState LLC. And Lisa has extensive experience as a coach working with program management, program development and implementation, particularly in the youth space. Lisa did extensive work with the YWCA, so she has worked across the spectrum in the youth population on programs in terms of development and implementation, as well as ensuring their success.

So now what you see on your screen are the contact -- is the contact information, rather, for each of the coaches I just introduced to you. You will see their email addresses and, as Allie mentioned a few minutes ago, the coaches have and are in the process of reaching out to the grantees. So you will of course be interacting with them directly, so you will have their contact information if you don't already.

Next, I would like to turn it back over to Allie for a poll and closing. Allie, back over to you.

MS. SIMON: Thank you, Susan. For poll number four we're focusing on virtual learning. We want to know, is your YARG program pivoting to virtual learning? Yes? No? Our program already existed virtually? Our program is a hybrid of in-person and virtual learning? Not virtual yet? Or other.

So remember that you might be doing some virtual learning or you might have moved to complete virtual learning, but let's try to keep a distinction so that we can help you support each of your grant programs based on the best information. And under the circumstances, we know that a lot of changes have been happening in education and apprenticeship. We want to be able to support you the best way possible.

Thank you, everybody, for putting the poll. I'll give you a few more seconds. I see that the majority of folks are in a hybrid version of in-person and virtual learning, which is really helpful information. Thank you so much, everybody, for completing the poll.

We're going to finish up today with one discussion question followed by question and answers. So what's one thing that you'd like to learn from another grantee? And I'm asking that you please type your response in the chat box.

Peer-to-peer is an important part of our approach in HIP. And throughout the program, TA coaches will facilitate peer-to-peer virtual chats on specific topics. So we're really interested in hearing what one thing that you would like to know from another grantee. Maybe it's promising practices. Maybe it's something with tracking data, how to build sustainability in your program. We would love to know what interests you about other grantees.

And I see some comments are already coming into the chat box. Best practices for recruiting. What guidance are grantees giving for building initial youth councils? Overcoming myths and youth in the workplace.

Thank you, everybody, please keep putting in your discussion question and answers with one thing you'd like to learn. And we'll give you a little bit of time in case you're thinking about that.

Thank you so much for the comments so far. John Short (ph) just said, "Best practices for recruiting disconnected youth," which is very important -- (inaudible) -- trying to reach all youth.

Case management systems being utilized. Data tracking. Thank you, everybody, so much for these really helpful discussion question-answers. And keep posting these in the chat box.

And what I'd like to do is actually turn it over to Toni Wilson to help moderate the question-and-answer session, although we don't have a lot of questions right now. But if you have any other questions that you've been thinking about, please -- (inaudible) -- chat box related to technical assistance, related to the YARG grant. Please feel free -- (inaudible) -- chat box right now.

And I will pass it over to you, Toni.

MS. WILSON: All right. Thank you so much, Allie. So once again, if you do have questions, please put those into the chat box and we will get started on that in just a minute.

But in reference to -- just wanted to flag a few items that we do see in the chat so far. I know you guys are still entering information. I see a lot on data collection. As I said, we have a great team that's working in reference to the systems and we will have future learning exchanges in reference to data collection and we will definitely be providing a lot of support on that. And as I said, Evan Rosenberg is our key lead, so he can speak on that in a few minutes.

Also, we have a lot of -- I see recruitment is also an area people want to hear more about. So we will have opportunities to have some peer-to-peer exchanges to hear in reference to what people are doing in reference to their recruitment strategies. And then also any resources. So those are some of the ones that I also just wanted to kind of highlight that we're seeing in there right now.

Definitely a lot around the data collection, so -- (inaudible) -- talking about that. Let's see. Same with -- a lot around the youth councils. So this is good information.

And basically, our plan is to pull a lot of this information and to start putting together some peer-to-peer opportunities around some specific topics, in addition to any other out-of-school youth information that we want to share that's relevant for our OA community. So definitely a lot on that.

So just wanted to give people a chance to finish putting those in. But some really good stuff and we're going to be pulling those things out, so please continue. And if for some reason you think of something after we get off this call, feel free to send that by email.

Let me stop there for a second and tap into some of the questions that we have. And our first question is really around -- really kind of understand around the OA subject-matter experts and what their role is and how that fits for those that have a larger geographic scope. So I'm going to pass this over to my co-lead Andrea. Andrea, can you answer that/

ANDREA HILL: Sure. Thanks, Toni. Hi, everybody. So glad that you could join us today.

We're talking about -- a little bit earlier there was a slide that had three columns. And one is your FPO, who is your federal project officer and is always your first point of contact for questions around anything going on.

The middle column then was sort of the roles that your TA coaches themselves can play. Oops, there it was. One more. There we go. Thanks. That your TA coach can play. TA coaches can -- they work in conjunction with us here at DOL. But if you want the official answer, that has to come from your federal project officer. But TA coaches are fantastic at helping you really sort of think through approaches and strategies and problem solve all sorts of stuff about everything that we're seeing in this list that you guys are putting in here on what the first thing that you want to tackle is.

These grants are particularly lucky because you also have the advantage of having -- Office of Apprenticeship is OA -- subject-matter experts, to also help you about areas specific to registered apprenticeship programs -- or RAPs. They're the folks that are located in every state, as well as in every DOL region, who are the ones who actually do the registering.

There's a lot of complexity about the way that the apprenticeship system is structured and you'll learn about that as time goes on and in future webinars, so we won't go into that too much today.

But just so that you're aware that you have sort of a third angle of technical assistance to be able to provide guidance when you get a little further along in your programs, to where you're actually substantively developing those registered apprenticeship programs and getting ready to submit them to the registering entity in your state. They are there to help you. But they also provide TA to the TA coaches and also to the federal project officers around registered apprenticeship activity.

So again, your FPO is your first line of approach and your official questions. Your TA coaches are going to have a lot of interaction with you. And then you've also got providing apprenticeship support to everybody, really, are those OA subject-matter experts.

Toni?

MS. WILSON: It sounds like we were able to answer that, which is great. Thank you so much. Really appreciate that.

All right. I'm going to move our slides back. And in the meantime, while that's flipping through, I have a question here for you, Susan. Could you specify examples when they say TA includes strategic planning?

MS. SHORTERS: Absolutely. Thank you for that. I'm happy to. So when we say strategic planning and the TA including that, what we're really saying is that the coaches -- actually, as Andrea just mentioned -- will help the grantees think through strategies.

So it could be a strategy that's needed for a partner or partnership that may be going well and you want to maximize or further a promising practice. It could be strategy around a challenge that is not going particularly well with a partner or process, et cetera.

So we use the term strategic planning broadly, really meaning that the coaches will be there to help you think through various approaches and strategies to your project and program design and implementation and operation.

So I hope that helps to clarify. If not, I am very happy to further expound on that. Thanks, Toni.

MS. WILSON: All right. Thank you so much, Susan. And please put that in the chat if you felt you needed a little more information on that.

OK. Let's see if we have any other questions in the chat. I know that we have a lot of things in reference to our discussion, a lot of great information still continues to come in and so that's great. Once again, I know we see a lot of stuff on performance. Just want to remind everyone that we'll have upcoming training on both performance and reporting, so just keep an eye out for that information. We'll be sending that through our emails, so you'll be getting further detail on that. So I know there's a lot of that in there.

All right. Let's see. Are there any other questions? Just want to make sure I'm not missing anything. Yes, it does look like there's a question here on, "Are there any downloadable files available on the -- (inaudible)?"

And the answer is yes. So yes, we do have PDFs in reference to -- including our recording, you'll get -- you'll see a lot of our information is also in a PDF. So when you do go on the community, you will be able to also see information that you can download if you want to keep that information. So hopefully I answered your question now.

All right. Am I missing any other questions? (Pause.)

All right, it looks like we do have one. There's one here around what marketing channels have been most productive in recruitment and engagement efforts for youth and potential employment partners. I want to throw this one over to you, Susan, if you can answer that?

MS. SHORTERS: Yes, I'm happy to. And also I won't go into the plethora of the most productive recruitment and engagement strategies right now; I will say that we have certainly found in our experience that informing the community and engaging the partners at the outset and letting them obviously about the fine points of the grant program and getting those collective minds around it has been a good approach to start.

With that said, your individual coaches will help you think through some strategies in your recruitment, share their promising practices with you that they have seen in their experience with projects and programs and grantees. And it will be specific and customized to your particular program and project so that those recruitment efforts -- some of them are transferable, and that's where the peer-to-peer comes in and that's where the cross-coaching comes in. But then other recruitment efforts will be very specific to your particular program.

So we want to make sure that we provide that level of customization and information to tailor directly to you. Hopefully that helps to answer that. If not, again, Toni, I'm happy to further expound.

MS. WILSON: Thank you so much, Susan. And just to definitely underscore -- just a reminder to please remember you have a TA team all around you. Your FPO has great information and reference to assist you with grant management and you do have these coaches. So don't try to figure out things on your own or -- once again, if you've been doing things there's always ways to make things easier for yourself or leverage it to the next level, so you have coaches for that.

All things in reference to apprenticeship, you have great subject matter experts in that field, and then also here at DOL in reference to connecting you to the resources. So please utilize all, and on the community of practice, making sure that you stay connected. That is our portal of sharing information resources; and as has been said, not just from YARG but linking other things that are happening in the youth apprenticeship world. So please make sure that you get yourself registered on that, and not just registered but also connected -- that you get alerts so that you can stay connected on all things that are happening both for your grant and the youth apprenticeship world. Just wanted to do a plug on that.

All right. Let's see. So there is one more question before we move on. It looks like there -- once again, this may be more in reference to examples for the future, but someone did ask about examples of participant intake forms together, all the required data elements. So it looks like someone is looking for examples of that. I know that got kind of put in the Q&A there.

So once again, if any of our presenters would like to chime in. And if not I will also point out that we can make sure we share information on our community of practice of any intake examples, but this is where the peer sharing can definitely happen. But I'm going to pass it over to Susan who can chime in on this.

MS. SHORTERS: Thank you again, Toni. Great questions -- all of these are great questions that we're happy to answer and happy that you're engaged enough to ask them.

So with that said, similar to what Toni said, the promising practices as well as successful strategies and tools are all TA things that we provide to the grantee. Now, of course every grantee and every project will have their own intake forms, but we as a TA team will be on the lookout for tools and resources that have worked particularly well in one or two programs or across programs and be able to share those with the permission of the grantee, of course.

If we find, in our coaching, that something is working well, we'll ask the grantee if they mind sharing it, and we have done that consistently across the many TA projects that we've supported at the Department of Labor over the last 10 years. At one point in one grant program we even put together a binder of sorts and also posted a directory on that community of practice with key tools and tip sheets and checklists and other types of forms that had worked particularly well for grantees; and then left it up to the grantees, of course, to further adapt them or customize them to their particular program and project.

So again, I hope that helps. I'm happy to expound and also remind you to work with your coach if you have any needs in that regard, of particular forms or tools or checklists.

MS. HILL: All right. That's great, Susan. Thanks. This is Andrea. I just wanted to jump in really quickly, too. With everybody about data collection systems, and now that you're all hooked up with your TA coaches, they'll be able to help you visualize what you might want to create or utilize something that may already be in existence or purchase or a lot of options that are available to everyone.

But just want to remind you when we talked on the orientation that for the first quarter for the report that's due on November 14th, the YAR grants are only required to submit the quarterly narrative report, which we'll be posting on GPS later this week; as well as the financial forms -- the 9130 through the financial system, rather, excuse me.

So that data reporting will not take place until the February quarter, and we anticipate at this point training for WIPS -- for the reporting system, WIPS, which is the workforce integrated performance system -- will begin in December. Right now the system is in test. So barring any catastrophic occurrences -- February. So you've got a little bit of time yet to think through it well and for upcoming training.

All right. Thanks so much.

MS. WILSON: All right. So we're getting close to the end of the call, so I'm going to stop on any questions; and just to remind people in reference to our YARG contacts we do have our YARG mailbox that's there, youthasready.grants@dol.gov. And once again, Allie, who you've heard presenting today, she's our TA lead. She's the one to start off with if you're trying to navigate and find something, and so her contact information's there.

In addition we do have some resources, wanted to flag as we've been talking all day, YARG community. I noticed that about half of you are not on it yet, so please make sure that you get yourselves registered on this. It would be very helpful for all information.

We have apprenticeship.gov, a great place to connect in reference to our apprenticeship resources and staying in the know and staying current now.

Our member directory, as I said, is good to make sure you're a part of that. This helps connect you to other things that are happening in reference to both apprenticeship and the out-of-school youth world, so definitely want to make sure you're part as a member.

Also, the WorkforceGPS site. That's just a straight site so that you can see the other great communities that we have. And then we have a great link for youth apprenticeship resources. You can click on this link right here; this will give you a great starting place in reference to some resources that might get you help -- help you get started as you are beginning your grant.

All right. And just want to make sure, just a reminder, also making sure everybody does have their coach. So if for any reason you're not aware of who your coach is or have not been connected. I believe everyone has, but if not, please contact us and we'll make sure that that happens.

So I can't thank you enough. We are so glad to have this opportunity. Please keep in mind this was just our first intro; wanted to give you a chance to meet us and let you know our format, and we will be having plenty of other opportunities where we can have much more peer sharing and really getting into a lot of the areas where we can focus more on some of the TA specifics.

So thank you so much for joining us today and we look forward to talking with you on our next call. In the meantime, we'll see you on our YARG community. Thanks again, everyone.

(END)