CAP-IT OPERATIONAL MEETING

Jennifer Foster, Deputy Executive Director

Lavon Nelson, Senior Director

Whitney Thompson, Senior Director

July 22, 2020

CAP-IT Overview

- DOL awarded nearly $184 million in grant funds to support the **Scaling Apprenticeships Through Sector-Based Strategies Grant**.

- ICCS received nearly $4 million
  - 10 Illinois community college

- Grant period: July 15, 2019- July 31, 2023 (4 Years)

CAP-IT Overview

Accelerate the expansion of apprenticeships to new industry sectors reliant on H-1B visas

Promote the large-scale expansion of apprenticeships across the nation

Increase apprenticeship opportunities for all Americans, particularly veterans, military spouses, transitioning service members, and underrepresented populations in apprenticeship, including women, people of color, and ex-offenders

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CAP-IT OVERVIEW

5 Hallmarks of Quality Apprenticeship Programs

1. Paid, work-based component

2. On-the-Job Training (OJT) and mentorship

3. Educational and instructional component

4. Industry-recognized credentials earned

5. Safety, supervision, and equal employment opportunity

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CAP-IT OVERVIEW

Training and Training-Related Activities

- On-the-Job Training (OJT)

- Related Technical Instruction (RTI)

- Incumbent Worker Training

- Pre-Apprenticeship Training

- Supportive Services

CAP-IT OVERVIEW

$3,999,649 for fiscal years 2020-2023

- Nearly $1 million to support technical assistance, coaching, professional development, and national scale
- Approximately $2.8 million to support 10 participating colleges

- The CAP-IT initiative is led by ICCB and ten of its community college partners, representing the geographic and demographic diversity of the state.

- ICCB utilizes its existing Professional Development Network (PDN), supplemented by support from CompTIA, Jobs for the Future, One Million Degrees and targeted coaching to provide professional development training and coaching to each member community college.

- Each college is to develop or expand a customized IT apprenticeship pathway, utilizing the strengths of their current apprenticeship models, local workforce agencies, and employer partners.

- The college are to work with local companies to outline the minimum qualifications, credentials, and competencies/performance requirements of each apprenticeship.

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CAP-IT OVERVIEW

GOALS OF CAP-IT

1. **Expand existing industry-led customized apprenticeships through IT sector partnerships by:**

   a) incorporating pre-apprenticeship models (Bridge Programs, Integrated Education and Training), Essential Employability Skills Framework, support services, and paid work-based learning resulting in industry recognized credential(s)

   b) developing program models inclusive of incumbent worker outreach and upskilling strategies, such as in-house training and prior learning assessment

2. **Innovate new apprenticeship models for pilot and expansion that:**

   a) utilize new approaches for acceleration and flexibility, including competency-based education delivery and shorter-term and accelerated programs

   b) partner with CompTIA to scale industry credentials and address emerging industry skillsets related to cybersecurity

   c) result in family-sustaining employment

3. **Scale and expand apprenticeship model nationally (in partnership with Jobs for the Future and Harper College) by:**

   a) emphasizing partner recruitment, a strong external communication and dissemination plan, and professional development/coaching activities related to model expansion

   b) articulating a continuous improvement and national replication strategy

CAP-IT OVERVIEW

Name of Institution	Location	IT Pathway
College of Lake County	Northern Illinois	IT Generalist/Network Systems
Oakton Community College	Northern Illinois	IT Generalist/Network Systems
Kishwaukee Community College	Northern Illinois	Programming and Software Development
City Colleges of Chicago	Northern Illinois	Information (Cyber) Security
Prairie State College	Northern Illinois	Programming and Software Development
Illinois Central Community College	Central Illinois	Programming and Software Development
Parkland College	Central Illinois	IT Generalist/Network Systems
Richland Community College	Central Illinois	Information (Cyber) Security
Lincoln Land Community College	Central Illinois	Programming and Software Development
Rend Lake Community College	Southern Illinois	IT Generalist/Network Systems

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CAP-IT OVERVIEW

COMPONENTS

- **Target Industry**: Information Technology
  - Example Pathways: IT Generalist/ Network Systems, Information (cyber) Security, Programming and Software Development
- **Target Populations**: Low-skilled Adults (17+), Veterans, Formerly Incarcerated, Un/underemployed, Incumbent Workers, Individuals with Disabilities
- **Match Component Required**: 35%
- **Strong Support Services**: One Million Degrees, Young Invincibles, Autonomy Works, Women Employed, Safer Foundation, among others
- **Professional development and technical support** is provided by ICCB, Illinois Center for Specialized Professional Support (ISU), Jobs for the Future, and Southern Illinois Professional Development Center (SIUE)

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CAP-IT Program Model
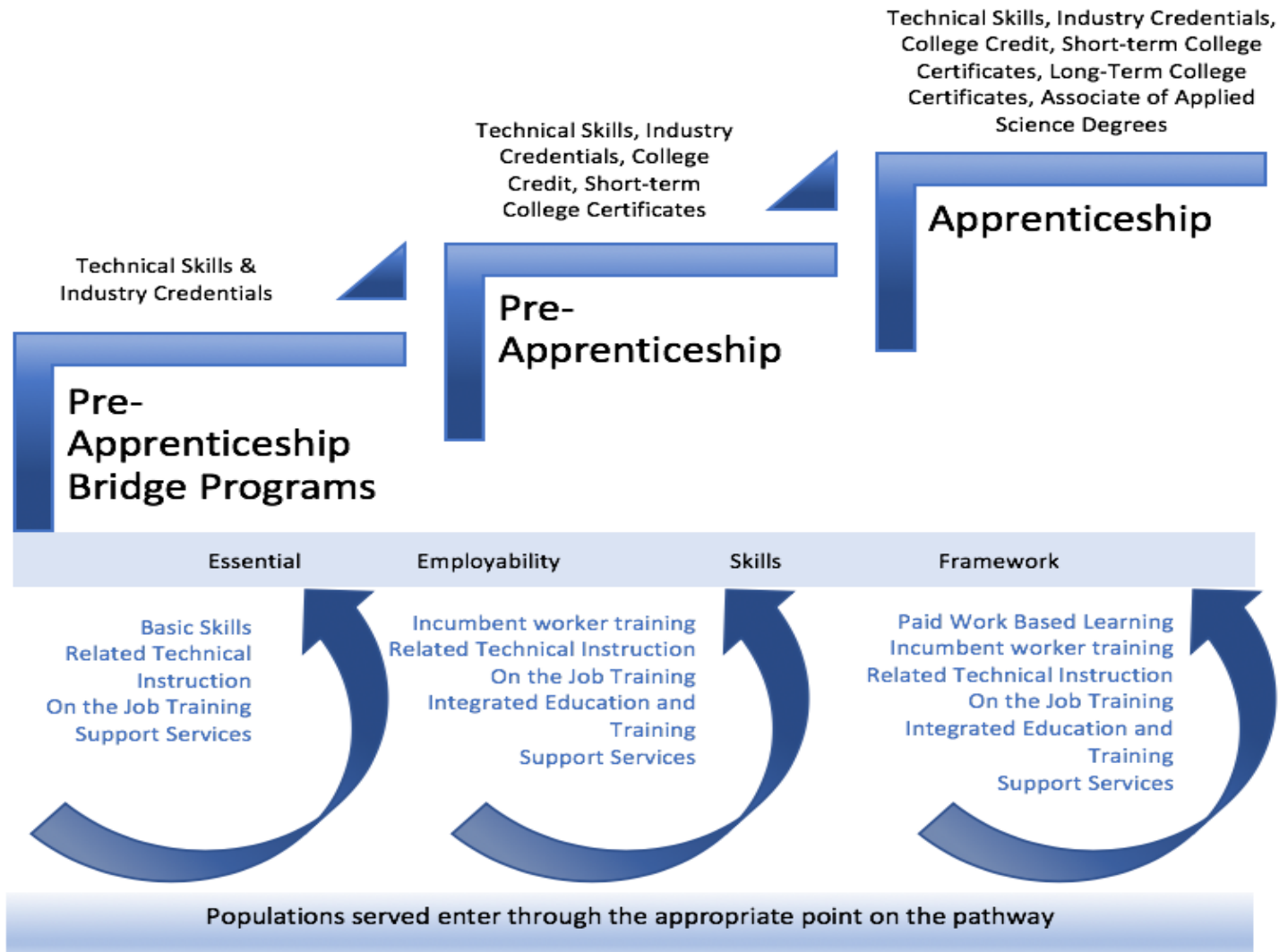
DATA COLLECTION UPDATE

- ICCB has piloted a data reporting and collection tool to ensure accurate and timely data reporting for the CAP IT Grant to the Department of Labor.
  - The initial submission included data from two colleges.
  - The next reporting to DOL will include three colleges.
- Based on lessons learned from the initial reporting to DOL, ICCB is currently exploring options for software to collect and report CAP-IT grant data for subsequent submissions.
  - Once a final data solution is determined colleges will be provided access to the tool to ensure timely and accurate data submissions.
- As a part of the reporting requirement, ICCB has signed a data sharing agreement with the Illinois Department of Employment Security (IDES) to conduct appropriate data matching for the CAP-IT employment outcomes as wage records become available.
- Updated DOL Participant Individual Record Layout (PIRL) and Performance Reporting Handbook was released in June. Resources outlining reporting requirements for DOL are available at https://h1bsa.workforcegps.org/resources/2020/01/03/18/28/Key_Grantee_Performance_Reporting_Resources.

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DATA COLLECTION

Updated Definitions

- For Scaling Apprenticeship grantees, a participant is considered an apprentice when he or she is hired by an employer (**PIRL 2118 Date Entered Employment**) and begins the on-the-job component of apprenticeship training and/or begins an apprenticeship educational/instructional program (**PIRL 1302 Date Entered Training #1**).

- **Incumbent Worker Participants:**

    Incumbent workers will not be reported in **PIRL 105**

    Type of Apprenticeship as entering a Registered Apprenticeship Program (RAP) or an unregistered apprenticeship until they start instructional training and/or on-the-job apprenticeship training with the employer with which they were employed at the time they became a participant in the grant program. Incumbent workers cannot be both retained and advanced.

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GRANT AMENDMENT PROCESS

- Letter from Jennifer Foster to the colleges outlining changes

- Submission of a 1-4 page summary from the colleges to ICCB

- Amended grant agreement will be sent to colleges reflecting changes in requirements, budget and performance numbers.

- Budget is amended to include Year 2 total budget amount plus any unspent funds from Year 1.

- Performance numbers have been adjusted to reflect Year 2 numbers plus unmet performance numbers from Year 2.

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YEAR 2 PERFORMANCE AND BUDGET

	Deliverables	Total/Year 2
1	**Total number of all apprentices served** in pre-apprenticeship and apprenticeship programs.	1728/405 + carryover
2	**Total apprentices hired** by an employer and enrolled in an apprenticeship.	842/195 + carryover
3	**Total apprentices who complete** an apprenticeship.	923/ 216 + carryover
4	Total apprentices who complete an apprenticeship education/ training program and receive an industry-recognized degree or other credential.	921/ 224 + carryover
5	Total number of unemployed or underemployed apprentices prior to enrollment who complete an apprenticeship program and maintain employment.	513/121 + carryover
6	Total number of incumbent worker apprentices who complete an apprenticeship program and advance into a new position.	203/42 + carryover
7	Average hourly wage of apprentices at completion of apprenticeship.	$21.05/20.70

YEAR 2 PERFORMANCE AND BUDGET

Recipients are required to submit quarterly reports using the templates provided to Lavon.nelson@Illinois.gov. Reports are required to be submitted 30 days after the end of each quarter.

Quarter	Period	Due Date
1	July 1- September 30, 2020	10/30/2020
2	October 1 - December 31, 2020	01/30/21
3	January 1 - March 31, 2021	04/30/21
4	April 1 - June 30, 2021	07/30/21

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Year 2

- Four Year Budget - $3.99M
- Year 2 budget for community colleges - $659,000 + unspent funds from Year 1.

Year 2 Performance & Budget

All grantees have seven conditions:

1) Uphold Five Hallmarks of Quality Apprenticeship Programs

2) Use up to 10% of funding for Supportive Services

3) Ensure Participant Eligibility (e.g. 17+)

4) Assurance that participants are not co-enrolled in another H-1B funded program

5) Participation in the National Evaluation

6) Matching Funds <u>Must</u> Be Expended and Properly Documented

7) On-the-Job Training Costs (can be covered by grant to reimburse small employers or utilized as match)

Year 2 Performance and Budget

- Continue to convene an internal apprenticeship project team
- Provide ongoing Related Technical Instruction (RTI) that includes developing Bridge, Pre-Apprenticeship and Apprenticeship Programs in IT sectors and occupations and revise as needed to meet COVID 19 requirements
- Continue to work with a variety of businesses to implement CAP-IT
- Continue to participate in all professional development, technical assistance, and evaluation activities
- Participate in monthly learning community calls
- Participate in biannual advisory committee meetings
- Participate in quarterly professional development and workshop opportunities
- Participate in quarterly operational calls.
- Continue to identify, recruit, support and retain CAP-IT students over the course of the four- year project
- Utilize established partnerships and build upon their models for the provision of supportive services
- Continue to engage Local Workforce Boards, community-based organizations, and social support agencies to utilize services for participants
- Submit quarterly reports on time

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PROFESSIONAL DEVELOPMENT & TECHNICAL ASSISTANCE

PROFESSIONAL DEVELOPMENT

JFF

- Building employer partnerships, a how-to on employer engagement

- Marketing apprenticeships

- Discussing how to effectively build a "feeder" system

- How to recruit apprentices from targeted populations

- How to engage/coordinate with partners that are already connected with students and employers

    ICSPS

- Collaborate with OMD to provide Support Service Toolkit

- Developing and scaling Integrated Education and Training

- Continuous Improvement process

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TECHNICAL ASSISTANCE & COLLABORATION

- Coaching - frequent
  - Aimee Julian
  - Rebecca Lake
  - Andrea Messing-Mathie
  - Scott Ellsworth
- Learning Community Calls- monthly
- IT Roundtable- Quarterly
  - Tentatively September 15, 2020
- Operational Calls with ICCB - Quarterly
- Advisory Committee - biannual

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AGGREGATE FINDINGS OF CHECK-UP

- Strong Organizational Management
  - Most completed and ongoing
  - Most have not moved to any kind of dashboard
  - Questions about TA
- Strong Operational Systems
  - Most were in the emerging or not begun phase
- Effective Apprenticeship Design and/or expanded apprenticeship opportunities
  - Most were emerging or not begun
- Effective Partner Engagement
  - Most emerging or not begun
- Effective Participant Engagement in an Apprenticeship Experience
  - Most in the emerging phase

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ICCB GRANT TEAM

- Jennifer Foster, Deputy Executive Director
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- Lavon Nelson, Senior Director for Workforce
  217.557.2742 | lavon.nelson@Illinois.gov

- Whitney Thompson, Senior Director for CTE
  217.558.0318 | whitney.thompson@Illinois.gov

- Other ICCB staff integral to this project including Fiscal and Compliance and Research and Policy Studies.

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