

## FORMATTED TECHNICAL PROPOSAL

APPLICANT INFORMATION			
ORGANIZATION NAME		POINT OF CONTACT	
LWIA		EDR	

*The Formatted Technical Proposal is your opportunity to demonstrate that your organization has the readiness, relationships, and strategy to implement this program effectively from day one.*

- Reviewers will evaluate the quality and specificity of your responses, not length.
- To ensure application quality impact, please minimize use of generative AI in drafting your responses.
- Please provide a brief narrative response for the sections listed below. Provide your answers under each of the sections in the provided space.

SECTION I: Organizational Commitment and Specialist Designation
<p>Identify your designated Apprenticeship Specialist by name and title, or, if not yet hired, describe the position, required qualifications, and the hiring and onboarding timeline. Describe where the Specialist sits in your organizational structure, who they report to, and what percentage of their time will be dedicated to apprenticeship and WBL activities. Explain concretely how that time will be protected from competing Business Services Team demands. If the Specialist has not yet been hired, attach the job description and hiring &amp; onboarding plan. (500 words max)</p>
<p><i>Provide answer here. Expand as needed.</i></p>

SECTION II: Specialist Qualifications and Regional Knowledge
<p>Describe the Specialist's background and how it prepares them for this role. Address the following specifically: experience working directly with employers on workforce challenges; knowledge of the apprenticeship model including On-The-Job Training(OJT), Related Technical Instruction(RTI), USDOL apprenticeship registration, and wage progressions; and current knowledge of the regional education landscape in your priority sectors, which CTE programs and community college offerings exist, where the gaps are, and which institutions could serve as RTI partners or program sponsors. This should reflect what the Specialist knows now, not what the Specialist plans to research. (500 words max)</p>
<p><i>Provide answer here. Expand as needed.</i></p>
<p>If your Apprenticeship Specialist has not yet been hired, <i>answer the following in place of the question above:</i></p> <p>Describe the qualifications and experience you will require of your Apprenticeship Specialist. Address the following specifically: the type and depth of employer-facing experience you are looking for; demonstrated knowledge of the apprenticeship model including OJT, RTI, USDOL registration, and wage progressions; and familiarity with the regional education landscape in your priority sectors, including CTE programs, community</p>

college offerings, and institutions positioned to serve as RTI partners or program sponsors. Then provide the following:

- Your target hire date and how you will ensure the Specialist is fully onboarded and productive within the first 30 days of the grant period
- A brief description of your recruitment strategy and candidate pool
- An explanation of how program implementation will proceed and who will be responsible during any gap between grant start and hire date

(500 words max)

Attach your draft job description.

*Note: Vague responses such as "we will hire a qualified candidate" will score significantly lower than responses that demonstrate your organization already understands what this role requires and has a credible plan to fill it quickly.*

*Provide answer here. Expand as needed.*

### SECTION III: SECTOR STRATEGY

#### Sector Strategy – Priority Industry Sectors, Occupations and Employers

Identify at least 2 industry sectors that the LWIA team will focus on as a part of this grant and explain why these were selected, i.e. employer demand, workforce gaps, and apprenticeship readiness in your specific region. For each sector, identify 2–4 target occupations and name at least 2–3 specific employers you will engage. Describe the current state of those relationships. Explain how your sector strategy connects to Chapter 3 of your Regional and Local Workforce Plan. (500 words max)

*Provide answer here. Expand as needed.*

#### Sector Strategy – Education and Training Partner Alignment

At a high level, identify at least one primary RTI partner(s) (e.g. secondary CTE programs, community colleges, other) by name and describe their capacity in your priority sectors. Describe whether their existing curriculum can be aligned to support apprenticeship RTI or whether new development is needed. Identify all programs that could serve as pipelines into a RAP, including CTE and Pell grantees, and note whether any are positioned to serve as high-impact intermediaries. (300 words max)

*Provide answer here. Expand as needed.*

### SECTION IV: Implementation Partners and Regional Coordination

Identify your organized employer entry point(s) whether it is an industry association, sector collaborative, chamber of commerce, economic development group, or other partner that gives you structured access to employers in your priority sectors. Describe the current state of that relationship. Then describe the current state of regional coordination among your workforce, education, and economic development partners. Provide an honest assessment of regional coordination. Does a functioning IBST exist? Is it currently

organized around apprenticeship? Describe what you will do during the grant term to build or strengthen coordinated engagement, and what that coordination will look like by June 30, 2029. (400 words max)

*Provide answer here. Expand as needed.*

### SECTION V: Employer Engagement Approach and Methodology

Describe how you move an employer from first contact to a registered apprenticeship program. How do you open the conversation? How do you assess whether an employer is a RAP candidate versus a better fit for other WBL opportunities, like OJT or pre-apprenticeship, right now? Describe a scenario of a previous employer engagement that illustrates your approach, including what barriers came up and how you handled them. (400 words max)

*Provide answer here. Expand as needed.*

### SECTION VI: Work-Based Learning Strategy

Describe the current WBL activity in your region (including OJT, IWT, pre-apprenticeship, CTE) in your priority sectors, and identify which employers currently engaged in WBL are strong candidates for RAP development. Describe your strategy for moving those relationships toward RAP registration while nurturing new program establishment that will backfill the pipeline. Set a clear conversion goal for the grant year. Describe how you will use WBL as a deliberate pipeline rather than a parallel track. (400 words max)

*Provide answer here. Expand as needed.*

### SECTION VII: Post-Award Deliverable Commitment

The following deliverables are due within 90 days of grant start, with DCEO technical assistance support provided: (1) Regional WBL and CTE Inventory; (2) Training Provider Inventory; (3) Sector Strategy Refinement; (4) Regional Referral and Handoff Process; and (5) Three-year plan to align WIOA investments with work-based learning and apprenticeships (including but not limited to WIOA Title IB, Perkins, and Pell) Confirm your organization's commitment to completing these deliverables on time. Identify any known barriers or capacity constraints we should be aware of and describe how you will address them. **(400 words max)**

*Provide answer here. Expand as needed.*

### SECTION IX: BUDGET

#### BUDGET NARRATIVE

Complete the excel Uniform Budget spreadsheet and provide any additional narrative here to justify the

reasonableness of costs. Affirm your planning commitment to expanding WBL and RAP in alignment with Illinois' goal of dedicating at least 10% of WIOA Tile 1B expenditures to these activities by 2029.

*Provide answer here. Expand as needed.*