Pre-Apprenticeship Programs: A Model for Skill Enhancement with Strong Employment Connections

The Job-Driven Toolkits contain resources on promising and emerging job-driven practices in vocational rehabilitation (VR).

This fact sheet and action plan template provides an overview of pre-apprenticeship programs, from the types of competencies on which they focus to their connection with registered apprenticeship programs.

What Is a Pre-Apprenticeship?
A pre-apprenticeship is a program to provide critical skills and supports to expand access to registered apprenticeships, supported by a formal relationship. It is often designed to serve populations underrepresented in registered apprenticeship.

What Is the Difference Between Registered Apprenticeship and Pre-Apprenticeship Programs?
Pre-apprenticeships provide more introductory training than registered apprenticeships. A registered apprenticeship is a highly formalized system, with sponsors and apprentices tracked. There is a growing movement to formalize pre-apprenticeship programs across states and on a national level.

What Organizations Commonly Lead Pre-Apprenticeship Programs?
» Employers and registered apprenticeship sponsors
» Community-based organizations and intermediaries
» Community and technical colleges
» Unions and labor management organizations

Who Are Potential Key Partners In Developing Pre-Apprenticeship Programs, And What Are Their Roles?

**EMPLOYERS / INDUSTRY ASSOCIATION**
- Identify skill requirements
- Provide mentors to deliver on-the-job learning
- Provide time for workers to complete instruction
- Hire pre-apprenticeship graduates as workers or apprentices
- Define pay rates, including wage increments (employers responsibility unless apprentice has an agreement)

**UNION PARTNERS**
- Sit on advisory committees
- Host potential apprentices at training sites
- Speak to pre-apprentices about what makes a successful candidate
- Provide information when and how to apply for apprenticeship

**EDUCATIONAL PROVIDER**
- Develop curriculum and course content with employers
- Provide instructors – or train them
- Provide facilities
- Support recruitment
- Grant credentials and/or college credit
- Provide academic counseling and other support services

**PUBLIC WORKFORCE SYSTEM**
- Recruitment
- Aggregate supply and demand sides, connections to employers
- Provide training funds (through OJT contracts, ITAs, customized training)
- Provide support services

www.exploreVR.org
What Are The First Steps In Identifying Potential Partners?

Find out whether your state registers apprenticeship programs through the federal Office of Apprenticeship (OA) or a State Apprenticeship Agency at

Next, reach out to your OA state director or multi-state director
- [www.doleta.gov/oa/stateoffices.cfm](http://www.doleta.gov/oa/stateoffices.cfm)

or state apprenticeship director
- [www.doleta.gov/oa/stateagencies.cfm](http://www.doleta.gov/oa/stateagencies.cfm)

Identify specific registered apprenticeship sponsors that are national LEADERs
- [www.dol.gov/apprenticeship/leaders.htm](http://www.dol.gov/apprenticeship/leaders.htm)

or federally registered

You can also check your state apprenticeship agency’s website to see if they provide sponsor information.

Consider union outreach.
- and SEIU [www.seiu.org/members#local-select](http://www.seiu.org/members#local-select)

are a good place to start.

Consider whether you want to connect with partners in:
- The workforce system [www.servicelocator.org/workforcecontacts.asp](http://www.servicelocator.org/workforcecontacts.asp)
- Community colleges committed to apprenticeship [www.doleta.gov/oa/RACC/College_Members.cfm](http://www.doleta.gov/oa/RACC/College_Members.cfm)
- Intermediaries are generally rooted in their local communities, rather than members of a single national network. Intermediaries rely on their reputation among other nonprofits and employers, so if you are not already aware of strong intermediaries in your community, you might be able to learn about them by asking your partners.

What Are Potential Sources of Funding for Pre-Apprenticeship Programs?

- Grants from federal or state government
- U.S. Department of Transportation funds
- Workforce Innovation Opportunity Act, GI and other individual-level funds
- Project labor agreements or penny-per-hour union agreements
- Philanthropy
- In-kind support from registered apprenticeships, employers, and community colleges

What Is a Quality Framework for the Key Components of Pre-Apprenticeship Programs?

The following Pre-Apprenticeship Program Action Plan can be used as a tool to brainstorm about the key components of pre-apprenticeship programs and key steps to implementing each aspect of the program. Although the durations of pre-apprenticeship programs vary widely, they often range from 4 to 12 weeks. The U.S. Department of Labor has defined quality pre-apprenticeship programs as including the following components:

(Source: Jobs for the Future)
## PRE-APPRENTICESHIP PROGRAM ACTION PLAN

<table>
<thead>
<tr>
<th>Quality Pre-Apprenticeship Elements</th>
<th>Elements Already in Place in an Existing Job Training Program</th>
<th>Elements to be Incorporated</th>
<th>Remaining Questions</th>
<th>Barriers</th>
<th>Opportunities</th>
<th>Time and Staffing Considerations</th>
<th>Partners</th>
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<tbody>
<tr>
<td>Approved training and curriculum that aligns with needs of employers</td>
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<td>Access to appropriate supportive services</td>
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<td>Meaningful hands-on learning activities that connect to education and training activities</td>
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<td>Opportunities to attain at least one industry-recognized credential</td>
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<td>A partnership that assists with placing individuals into registered apprenticeships</td>
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