

## **Local Area IV Workforce Development Board Registered Apprenticeship Intermediary Policy**

The Workforce Alliance of South Central Kansas (WA) will serve as an intermediary for registered apprenticeship (RA) programs for individual employers or consortiums of employers for occupations within the nine industries identified by the State of Kansas: Advanced Manufacturing, Construction, Energy, Finance & Business, Healthcare, Hospitality, IT, Telecommunications, and Transportation. Other industries may be considered based on local demand as requested by employers.

As an intermediary, the WA assumes full responsibility for the development, registration and administration of apprenticeships program as requested by participating employers. This includes providing services to businesses to assist with program development and responsibility for collection and maintenance of required documentation from participating employers and apprentices. Programs are submitted for approval to the Kansas Apprenticeship Council.

When considering RA programs to develop, the WA will only pursue RA programs as requested and in partnership with employer(s), will not compete with existing RA programs that are managed by an active intermediary or labor union and/or fall under a collective bargaining agreement. Referrals to those existing programs/partners will be provided should employers be interested. Each RA program developed will be presented to the Workforce Alliance Board or Executive Committee for approval.

Current regulations (29 CFR 29.4) state that apprenticeable occupations are specified by industry and must:

1. Involve skills that are customarily learned in a practical way through a structured, systematic program of on-the-job supervised learning;
2. Be clearly identified a commonly recognized throughout an industry;
3. Involve the progressive attainment of manual, mechanical or technical skills and knowledge which, in accordance with the industry standard for the occupation, would require the completion of at least 2,000 hours of on-the-job learning to attain; and
4. Require at least 144 hours of related instruction to supplement the on-the-job learning.

The WA will focus RA program development in occupations that meet the above requirements and fall within the demand industries identified by the State of Kansas. The WA may add to this list based on requests from employers and approval from the Board of Directors if warranted by local economic conditions. The WA will only support RA programs with wage scales that meet or exceed the local areas self-sufficiency rate.

The qualifications for an apprentice will vary depending on the occupation, but at a minimum, an apprentice must be at least 16 year of age, employed to learn an apprenticeable occupation, have a High School Diploma or GED, and are eligible to live and work in the US. Additional qualifications will be determined by participating employers.

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The WA will focus efforts to develop RA programs within the six-county region that comprises Local Workforce Development Area IV in South Central Kansas and will only operate outside LAIV based on cooperation with the State of Kansas and corresponding Local Area.

Funding may exist to help cover the cost of related training instruction (RTI). The WA is committed to providing financial assistance when available; however, employers and/or apprentices should be prepared to cover all of the fees and equipment associated with RTI. The WA also strongly prefers to sponsor programs in which the Apprentice is paid for RTI hours.

Likewise, the WA will utilize grant funding when available to offset the costs associated with intermediary duties. However, when funding is not available, fees will be assessed based on the number of apprentices enrolled and cost of providing administrative services.