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POLICY # 42

Title:	Pre-Apprenticeship	
Program:	Workforce Innovation and Opportunity Act	
Effective:	July 1, 2023	
Revision #:	1	Original policy date: Sept. 27, 2019

Purpose: Establish the Pre-Apprenticeship Policy of the Workforce Development Board Mid-Ohio Valley (WDBMOV) for services offered through Title I of the Workforce Innovation and Opportunity Act (WIOA).

References: Workforce Innovation and Opportunity Act, Section 122(a)(2), 129(c)(2)(C)(ii), 20 CFR 681.480, TEGL 13-16; WorkForce WV WIOA Policy No. 05-16

Background: Youth Pre-Apprenticeship is a type of work experience, which is included in the 20% work experience expenditure priority of service for the youth program. Work Experience is one of the 14 youth program elements required to be made available to youth participants.

Policy: The Workforce Development Board Mid-Ohio Valley (WDBMOV) will utilize this policy when it applies to pre-apprenticeship opportunities within the Youth program.

Pre-apprenticeship programs provide instruction and/or training to increase math, literacy, and other vocational and pre-vocational skills needed to gain entry into a Registered Apprenticeship program. Implementing Registered Apprenticeship and pre-apprenticeship models that are aligned with the needs of key industry sectors creates opportunities to advance students, job seekers, and workers along the talent pipeline. A pre-apprenticeship program funded with WIOA funding must have at least one Registered Apprenticeship partner; such pre-apprenticeship programs must possess or develop a strong record of enrolling their pre-apprenticeship graduates into a Registered Apprenticeship program. If a youth participant wishes to be enrolled in the Registered Apprenticeship program, and if his/her funding has not been exhausted, a portion and/or the balance of funding may be used to cover the costs of the Registered Apprenticeship program's classroom training/related instruction. Any adult program participant will follow WDB-MOV ITA policy #12.

A pre-apprenticeship program will include the following elements:

1. Training and curriculum that aligns with the skill needs of employers in the economy of the State or region involved
2. Access to educational and career counseling and other supportive services, directly or indirectly
3. Hands-on, meaningful learning activities that are connected to education and training activities, such as exploring career options, and understanding how the skills acquired through coursework can be applied toward a future career;

4. Opportunities to attain at least one industry-recognized credential; and
5. A partnership with one or more registered apprenticeship program that assists placing individuals who complete the pre-apprenticeship program in a Registered Apprenticeships program.

Pre-apprenticeship programs are paid through youth work experience funds or Adult ITA funds. If Adult ITA funds are to be utilized, the pre-apprenticeship program must be on the state eligible training provider list and follow WDBMOV ITA Policy #12.

Action: The American Job Center (AJC) shall inform individuals applying for or receiving services under Title I of the WIOA of their rights under this policy. All recipients and sub-recipients of WIOA funds through Region 4 shall be required to verify compliance with this policy. Failure to follow this policy shall result in disapproval of funds.

Expiration Date: This policy shall be in effect until revised or canceled by the Workforce Development Board Mid-Ohio Valley.