



To: AACC Member Institutions

From: Jen Worth, Senior Vice President, Workforce and Economic Development

Date: August 15, 2018

Re: AACC Technical Assistance Opportunity on Apprenticeship: U.S. Department of Labor's Scaling Apprenticeship Through Sector-Based Strategies Grant (FOA-ETA-18-08 and CFDA#17.268)

The American Association of Community Colleges (AACC) has been proud to represent the member institutions in various conversations on apprenticeship expansion and skill-based competencies with multiple federal agencies. Given the current leadership role and vantage point on work-based learning and industry relationships, AACC is uniquely positioned to assist member institutions to accelerate the expansion of apprenticeships to new industry sectors reliant on H-1B visas; promote the large-scale expansion of apprenticeships across the nation; and increase apprenticeship opportunities for all Americans. Therefore, in response to multiple requests from AACC members, AACC has designed an opportunity to provide direct technical assistance (TA) to any member institution seeking to apply for the U.S. Department of Labor's "Scaling Apprenticeship Through Sector-Based Strategies" (FOA-ETA-18-08 and CFDA#17.268) which is due on October 16, 2018. Any member college that would like to write AACC into their individual, statewide, or consortium applications should please consider reviewing this memo and attachment, and follow the steps below:

1. Please confirm that your institution is a current AACC member at: <https://www.aacc.nche.edu/college-finder/>. AACC will only support member applications.
2. Please contact Jen Worth, Senior Vice President, Workforce and Economic Development, AACC at jworth@aacc.nche.edu to signal your interest in partnering with your full contact information, your college and executive's information, and a brief (3 sentence) overview of your proposed project. You will receive confirmation of your outreach.
3. Please review and consider using any or all of the draft language generated by AACC in Attachment 1. This language was generated following consideration of what AACC member colleges have asked for to support their applications, and these offerings were designed to align with the intention of the proposal in such a way so that they can be readily dropped into applications in multiple sections, but most specifically into Project Design Section 3: Apprenticeship Partnership Design (Part a. i and ii) and/or Developing and Taking Apprenticeships to Scale (Part c. ii, iv, and v). Institutions may not want or need all of the offerings as AACC is proposing to provide over the four years of the grant, and as such, submitting organizations should feel free to delete language based on your specific needs. In particular, some colleges may want to focus on particular offerings, which can be accommodated. All final scopes of work must be confirmed by AACC before final submission.
4. Please set aside a total budget of \$150,000 for AACC in the contractual support line for the full duration of 48 months/4 years. AACC can provide the breakdown by year as needed to applicants based on their individual focus areas. Please note that AACC is using this flat fee structure to ensure equity across all member submissions.

Any questions can be directed to jworth@aacc.nche.edu or 202-416-4517.



Attachment 1. Potential Narrative for Member Consideration and Inclusion into U.S. Department of Labor’s “Scaling Apprenticeship Through Sector-Based Strategies” (FOA-ETA-18-08 and CFDA#17.268)

Potential Language for Section 3.a.i. and ii. (Project Design – Apprenticeship Partnership Design – Comprehensive Description of Partners) or as applicant desires to place

About AACC and Workforce and Economic Development

Founded in 1920, the American Association for Community Colleges (AACC) is the primary advocacy organization for the nation’s community colleges. As the voice of community colleges AACC’s mission focuses on building a nation of learners by advancing America’s community colleges. The association is based in Washington, DC and represents more than 1,100 associate-degree granting institutions and more than 12 million students, which equates to nearly half of all undergraduates in the United States. Member colleges gain access to national level advocacy, leadership development and economic development programs to prepare, inform, and connect current and future community college leaders. Widely disseminated resources such as *Community College Daily*, *Community College Journal*, the AACC newsletter, and research and policy briefs reach the broad membership, community college-related institutions or agencies, and industry partners who work with the colleges. The AACC Workforce and Economic Development unit works with colleges and their associated offices of economic development, workforce boards, labor market entities, employers, and other organizations to improve the economic prosperity of business, workers, and communities in response to regional labor market needs. While focused on improving the economic prosperity of workers, business, and communities locally, AACC has the capacity to assist [INSERT NAME OF COLLEGE APPLICANT HERE] to scale the successes of their initiative across the wider membership and increase the use of promising practices into common practices across the wider national network of community colleges. AACC has a history of working with cohorts of member colleges, in collaboration with federal, foundation, and industry partners and scaling the learning outcomes and promising practices to the full membership.

Potential Language for Section 3.c.ii., iv. and v. (Project Design – Developing and Taking Apprenticeships to Scale) or as applicant desires to place

AACC will support [INSERT NAME OF COLLEGE APPLICANT HERE] to promoting apprenticeship to a broad network of associated partners, industry groups, and local employers by leveraging existing relationships, current and prior work, and national workforce and economic development networks to assist in the successful implementation of all of the above strategies and the required outreach plans. In addition, AACC will bring to the initiative relevant relationships through the array of sub-specialty groups within the 1100 membership association which can be demographic, geographic or sector-specific. These relationships and networks can serve to accelerate the work of the grantees and offer deeper penetration of the findings into these networks than if the intuition were to do this work locally or regionally only.

Consistent with the FOA’s aims, AACC will serve [INSERT NAME OF COLLEGE APPLICANT HERE] as a partner who will provide the platforms to convene and offer thought leadership to scale up apprenticeships to a national level as follows:

- (1) “Convener”: Workforce Development Institute:** Each year, AACC convenes its flagship Workforce Development Institute (WDI), which brings together an average of 600-800 of the nation’s top thinkers in community colleges, industry partners, foundations, workforce boards, economic development entities, and federal partners to discuss the most pressing workforce development challenges over three



days. AACC will showcase the institution through a workshop, convene the institution with other like-colleges in a private event with federal and foundation partners as desired, and customize an agenda for the attendees from the institution to give them private access to executive leaders from the industry associations and partners to share their best findings throughout the duration of the grant. WDI is conducted each year at the end of January and has been frequented by executive career and political staff from the U.S. Department of Labor over the last 10 years.

(2) “Thought Leadership”: Facilitate National Peer-to-Peer Sharing by Subject Matter Experts (SMEs)

- ***In-House Subject Matter Expertise:*** AACC’s president and CEO, Walter G. Bumphus, served as a member of the Task Force on Apprenticeship Expansion – co-chaired by the secretaries of labor and education – which provided recommendations to the White House. This work was staffed by AACC’s Workforce and Economic Development department and the team will support the alignment of the college’s efforts in relation to effective practice to date, and in consideration of future efforts to expand apprenticeships effectively nationally.
- ***In-person TA:*** AACC’s Workforce and Economic Development Department will travel at least once annually to the institution to support the local efforts to pair community colleges, local economic development offices, workforce boards, and industry partners effectively. These visits will not only offer direct technical support on scaling strategies, and other site-specific assistance, but ensure the college can leverage the relationships of AACC most effectively at the local level.
- ***Virtual TA:*** AACC’s Workforce and Economic Development Department will provide peer-to-peer sharing opportunities via monthly phone calls with the institution individually as well as through monthly webinars or conference calls with other similarly focused apprenticeship institutions. AACC has extensive experience in organizing peer-to-peer sharing via phone and webinars through previous Department of Labor work, including but not limited to America’s Promise, H-1B TechHire, TAACCCT, as well as a number of foundation grants and industry contracts. These lessons will ensure effective time management of this technical assistance so the site can focus on rapid improvement and scale.
- ***Rapid Sector-Based Recruitment of Community Colleges, Industry, and Local Economic Development Boards:*** AACC’s Workforce and Economic Development Department has the ability to conduct resource scans quickly from the local to national scale, having worked extensively with a range of partners on issues ranging from environmental sustainability to information technology. AACC has extensive expertise working in H1B Visa sectors through its work with America’s Promise and TechHire and this research will be provided to the partner institution.