

**3-6-25 UNIFORM BUDGET CHANGES: The following budget line item definitions have been added to the Uniform Budget Template for the Apprenticeship Expansion Competitive Grant Program NOFO 3523-2970**

**15A. Direct Training Costs: Program expenditures for training leading to jobs in demand occupations as outlined in the State of Illinois Training Expenditure Policy. NOTE: Grantees will be required to report the direct training costs in the following categories:**

- **Occupational Skills Training:** Cost associated the academic or traditional training that this is directly related to a specific trade, occupation or vocational skills leading to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels.
- **Occupational Skills Training Other:** Cost associated with training that this is traditionally non-academic and directly related to a specific trade, occupation or vocational skills leading to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels.
- **Remedial Training / Pre-Vocational Training:** All payments made to a training institution or training provider for classroom instruction in academic remediation or short-term pre-vocational services which would normally be classified as a career service. This includes the costs associated with basic literacy training, adult basic education, GED and English as a second language if they are provided in conjunction with occupational training services
- **Supportive Services:** Expenditures to, or on behalf of, a participant enrolled in training or in the twelve-month follow-up period subsequent to placement, such as books, training fees transportation, and tutoring. These expenditures are needed to support the participant's participation in a workforce training program.

**15B. Work-Based Training: Includes on-the-job training, incumbent worker training, and transitional jobs as outlined at 20 CFR 680.700 through 680.840. NOTE: Grantees will be required to report the Work-Based Training Costs in the following categories:**

- **Work Experience / Internships:** Cost associated with a planned, structured, time-limited learning experience that takes places in a workplace as a work experience, internship or job-shadowing (20 CFR 680.180). This also includes the wages and staff costs for the development and management of the work experience.
- **On-the-Job Training (OJT):** Contract(s) with an employer(s) in the public, private non-profit, or private sector. Through the OJT contract, occupational training is provided for the WIOA participant in exchange for the reimbursement for the extraordinary costs of providing the training and supervision related to the training. (Defined at WIOA Section 3(44)).
- **Incumbent Worker Training:** Training to workers that have an established employment history with the employer for six (6) months or more. The training must be conducted with a commitment by the employer to retain or avert the layoffs of the incumbent worker(s) trained (20 CFR 680.790).

**15C. Other Program Costs: All other program costs related to providing services to participants not elsewhere classified.**