



Department of Commerce & Economic Opportunity (DCEO)

Illinois Works Pre-Apprenticeship Program

2024 Effective Transition Services and Working with DOL Registered Apprenticeships Program









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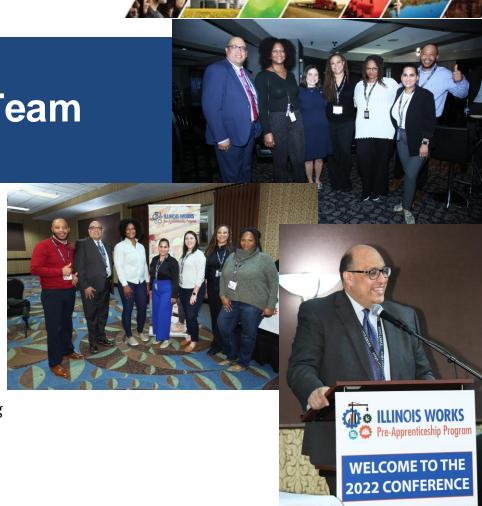






ILW Pre-Apprenticeship Team

- Dr. Norman Ruano, Deputy Director of Illinois Works
- Mr. Dan Martinez, Grant Manager
- Ms. Monica Pruitt, Grant Manager
- Dr. Ana Bedard, Training Analyst & Program Coach
- Dr. Jeffery Doolittle, Training Analyst & Program Coach
- Dr. Carleta Alston, Training Analyst & Program Coach
- Dr. Gia Suggs, Professional Development Lead, Training Analyst, & Program Coach







Course Overview



Illinois Works was created as a result of Governor Pritzker's commitment to expanding equity in Illinois' construction workforce.

This training is designed to provide grantees with the knowledge, skills, and techniques necessary to deliver effective transition services in alignment with Illinois Works Pre-apprenticeship Program best practices.

Program staff providing transition services will be able to leverage the experience of other pre-apprenticeship providers and incorporate evidence-informed, as well as evidence-based practices.







Course Objectives

By the end of this training, learners will be able to:

- > Describe the role of the Illinois Works Job Program Act.
- List the ILW goals and three key programs.
- Describe the ILW Pre-apprentice LifeCycle.
- > Describe the ILW staff roles for follow-up and transition services.
- Explain the four end of program status available upon completion.
- List the transition services available through ILW.
- Explain the critical importance of cultivating formal and informal relationships and partnerships.
- Complete and leverage information from the career assessments.









ILLINOIS WORKS
Pre-Apprenticeship Program

Course Objectives Cont.

By the end of this training, learners will be able to:

- List the components of a DOL Registered Apprenticeship Program.
- Utilize the ILW Heat Map.
- Describe the role of the ILW Bid Credit Program, as it relates to transition services.
- List the options for regularly conducting follow-up.
- List the ILW follow-up activities and services.
- Leverage career assessment information.
- Describe the role of the longitudinal study.
- Appropriate update the IWRS reporting system.

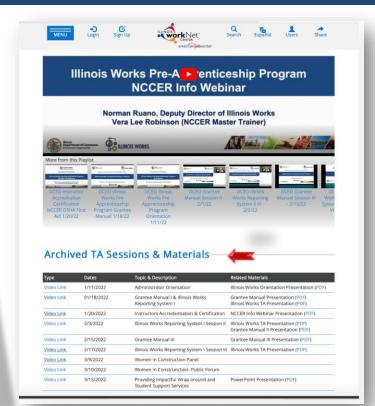






2024 Grantee Manual and Illinois workNet

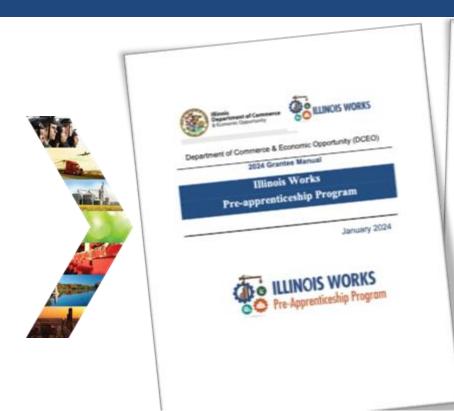


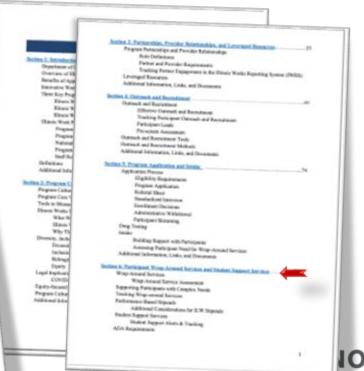






2024 Grantee Manual



















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Section 2: Welcome and Introduction



By the end of this section, you will be able to:

- Utilize Webex functionality to fully engage the training.
- Identify what you hope to learn from this training.





Webex Tutorial



- Mute/Unmute
- Stop/Start Video
- Raise Hand
- Emojis
- > Chat









Program Engagement ~ Mentimeter



Access the website: www.menti.com Enter: 3423 380

Mentimeter Features Solutions Pricing Blog

Mentimeter makes remote & hybrid work easy

Learn more



"What is your name and organization?"

If you have attended a previous ILW webinar, please add an *asterisk* (*) in front of your name.









Staff Roles

"What is the **role** you'll be fulfilling?"



- Transition Services Coordinator (TSC)
- Transition Service Staff (supports transitional services)
- Transition Services Supervisors
- Grantee Partner







Question:

"Is there anything in particular you are hoping we cover today?"















Comments, feedback, or questions?

Email us at:

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Section 3: Introduction to ILW



By the end of this section, you will be able to:

- Describe the role of the Illinois Works Job Program Act.
- List the three ILW key programs.
- Articulate ILW equity focus.
- > List the ILW goals.
- Explain the role of the Pre-apprentice LifeCycle.
- Explain the relationship between DIBE and the ILW core values.







The Office of Illinois Works



The Office of Illinois Works is housed in the Department of Commerce & Economic Opportunity (DCEO) and is a top priority of the Governor's 5-year economic plan.

Unfortunately, data shows that for too long, the construction industry and the trades have not been accessible for diverse communities - with fewer than ten percent of the best paid apprenticeships extended to women and racial and ethnic minorities.

With this new capital funding set to pave the way for tens of thousands of jobs over the next decade, the **Illinois Works Jobs Program Act** was intentionally designed to increase equity and opportunity in capital construction projects.







Illinois Works Jobs Program



The **Illinois Works Jobs Program Act** is a statewide initiative to ensure that all Illinois residents have access to state capital projects and careers including, in the construction industry and building trades.

The goal is to provide contracting and employment opportunities to historically underrepresented populations in the construction industry.







Illinois Works Equity-focus



The Illinois Works Jobs Program Act was intentionally designed to increase **equity** and opportunities in capital construction jobs for underrepresented groups including;

- Women
- People of color
- Veterans









Illinois Works Apprenticeship Initiative







The DCEO Office of Illinois Works, with the support and partnerships of communities, building trades, and the construction industry, will deliver three key programs:











Illinois Works Program Goals:

- Provide a career pathway for residents in disadvantaged communities.
- Provide eligible apprentices with the skills for lifelong job security.
- Promote construction as a viable job industry for women and minority communities.
- Provide the construction industry with a consistent skilled workforce for generations to come.
- Create new partnerships between state agencies and community organizations.

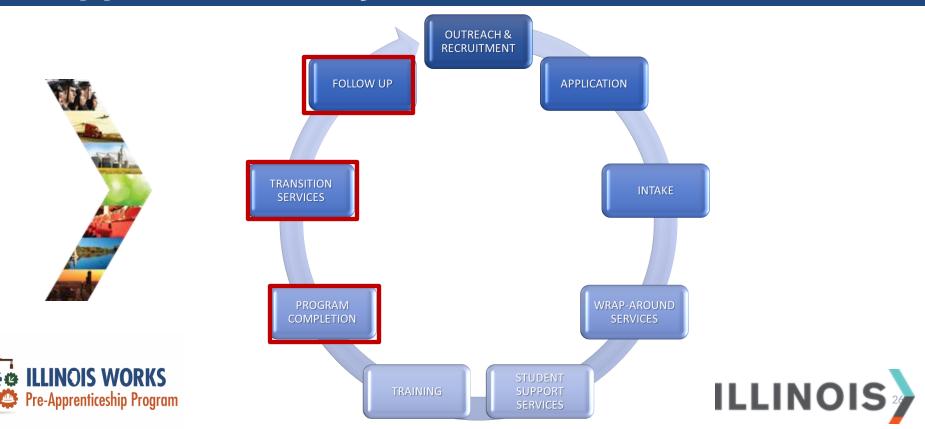








Pre-Apprentice LifeCycle

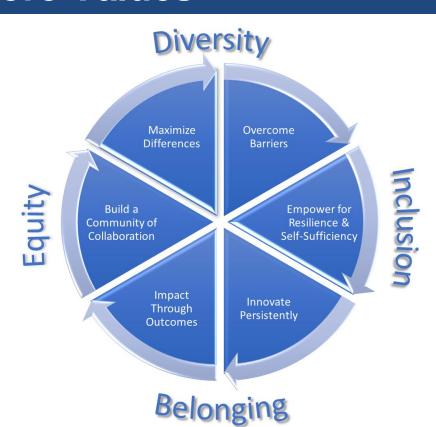






DIBE and ILW Core Values













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Section 4: Program Completion



By the end of this section, you will be able to:

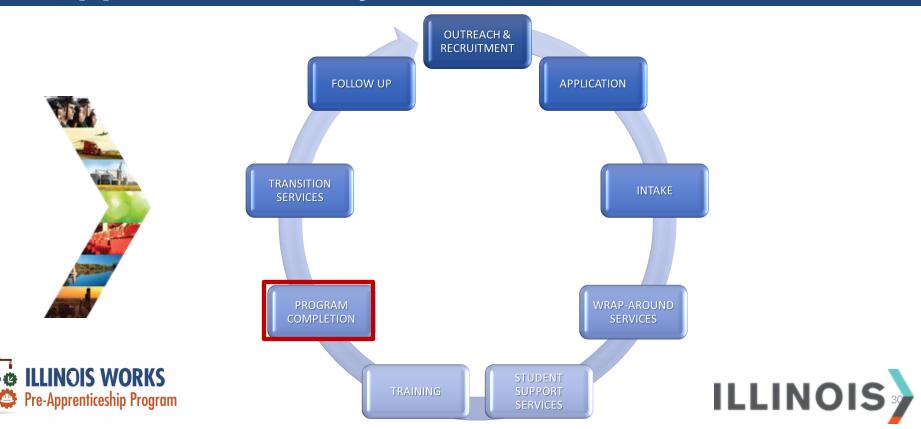
- Locate Program Completion on the Pre-Apprentice LifeCycle.
- List the training and industry recognized certifications/certificates participants will have received upon completion.
- Explain the end of program status available upon completion.
- Describe the ILW services that may be deployed post completion.
- Describe the role of the Data Entry Coordinator (DEC).
- Update the IWRS reporting system.







Pre-Apprentice LifeCycle







Program Completion



Program completion refers to the **conclusion of instructional training** and the beginning of transition services.

For most participants, **program completion** will mark the end of their instruction training and the beginning of their transition to a registered apprenticeship program (RAP).









Certifications and Trainings



- NCCER Core / TradesFutures MC3/ ICCB Certificate
- ➤ OSHA 10-hours
- ➤ First Aid/CPR
- Employability Skills
- ➤ Test-Taking Skills
- Additional Content Considerations









End of Participation











Outcomes: End of Program



- Completion
- Incomplete due to Withdrawal
- Incomplete due to Dismissal









ILW Services



- Wrap-around services
- > Student Support Services









Data Entry Coordinator (DEC)





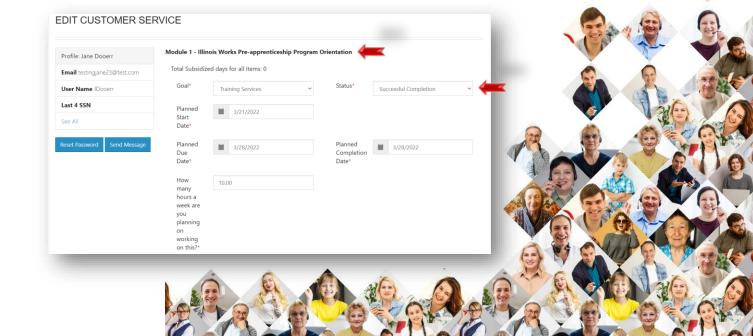






IWRS Completion Per Module



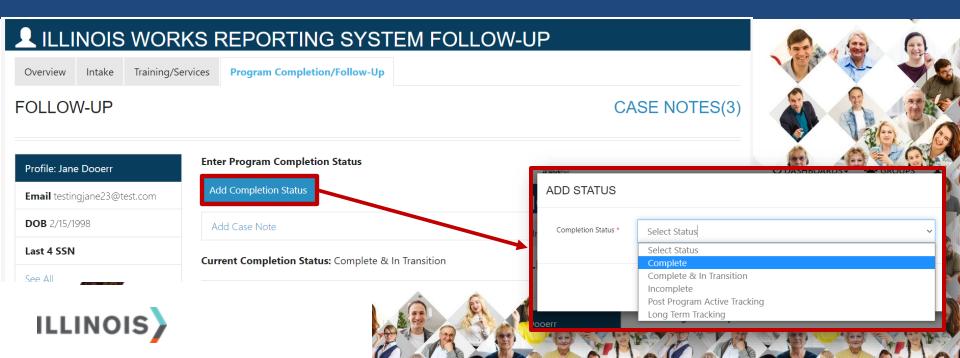








IWRS Program Completion









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Section 5 Title: Transition Services



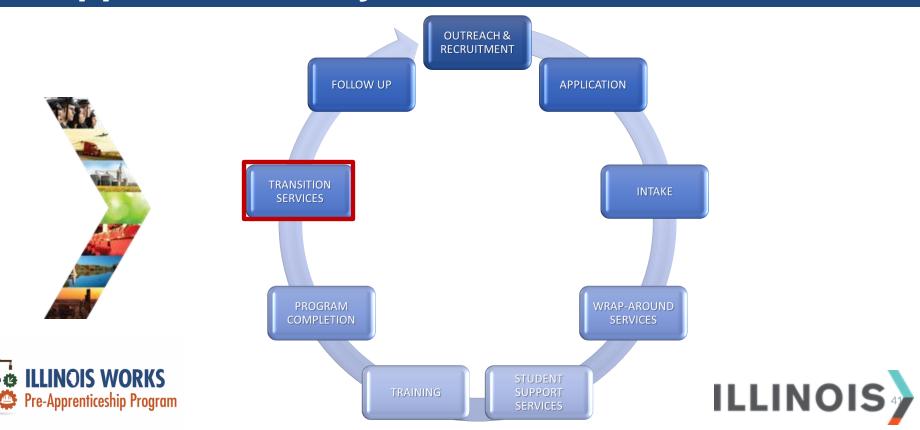
By the end of this section, you will be able to:

- Locate Transition Services on the Pre-Apprentice LifeCycle.
- Describe the role of the TSC and staff.
- Explain the critical importance of cultivating formal and informal relationships and partnerships.
- Leverage career assessment information.
- Update the IWRS reporting system.
- Describe the role and impact of primary and secondary transition goals on the ILW performance-based payment model.





Pre-Apprentice LifeCycle







Transition Services



Transition services are a series of career readiness activities that serve as the final step for participants before progressing to a RAP and employment.









Transition Service Coordinator (TSC)











Transition Staff



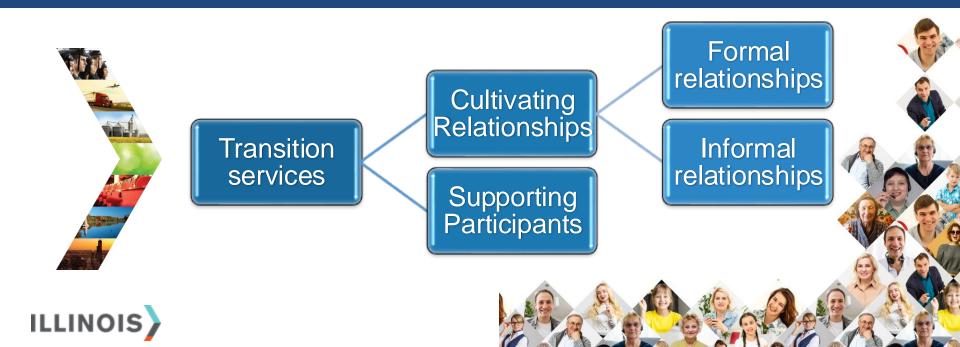








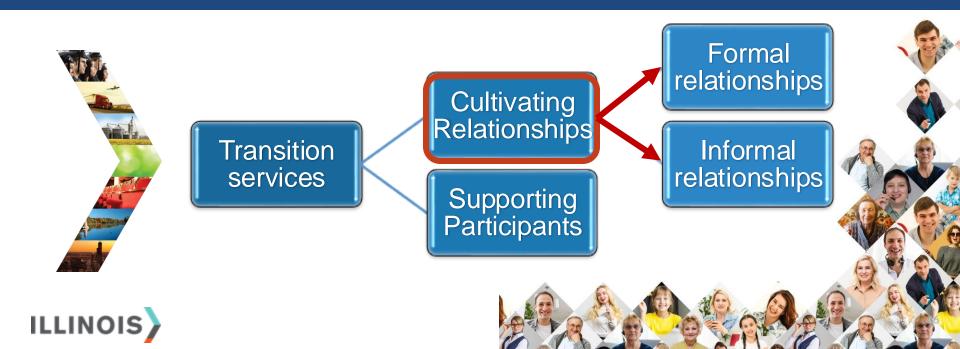
Two Pathways







Two Pathways







Cultivating Relationships



"Make your friends before you need them."



Question:



"What type of organizations and institutions should you look to develop a relationship with?"













Touches

A **touch** is any communication opportunity that motivates qualified individuals to apply, including;



- ➤ Face-to-face conversation
- ➤ Phone calls
- ➤ Social media post
- ➤ Presentations
- ➤ Webinars
- ➤ Branded email
- ➤ Newsletters
- ➤ Blog post
- > Text message
- ➤ Letters/Postcard

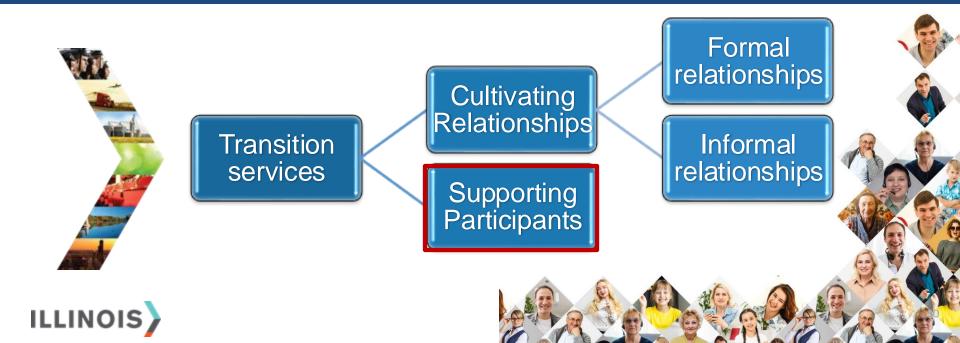








Providing Support for Participants







Preparing Participants for Transitioning



- Involving participants in relevant industry events (e.g., career fairs or trade-related networking events)
- Preparing them for RAP applications by making them aware of testing and other entry requirements.
- Resume building and interview preparation









Transition Services



Transition services assist participants with transitioning to union and non-union RAPs, connect them to employers, and refer them to advanced construction education programs.

Grantees must provide a suite of support services, including but not limited to DOL registered apprenticeship programs, employers, contractors, subcontractors, unions, and advanced construction education programs.

It is important to note, the primary goal of the ILW Pre-Apprenticeship is to successfully transition participants to DOL registered apprenticeship programs.







Transition Process



- > Orientation Career Assessment
- > Transition Services Goal
- > Transition Plan





Exhibit 5: Orientation Career Assessment



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	Assessment -	- Onemanon
Course	ASSESSMEN	

This form will be utilized to create your personalized career plan while you're enrolled in the Illinois Works Pre-apprenticeship program. You will have the opportunity to complete another curser assessment near the end of the program. Participant Name: Job Readiness Do you have an up-to-date resume? \square Yes $\ \square$ No Do you have experience taking part in job interviews? $\ \, \bigcirc \, Yes \ \, \bigcirc \, No$ Will you be readily available to transition to a DOL-registered appressiveship program immediately after program completion? O Yes O No the 6 months. I year, more than I

tolkum combinence	rise? (i.e. within 3 months, 6 months, 1 year,	
If no, when do you plan to tran- year or other).	ition? (Le. within 3 months, 6 months, 1 year 1 year 1 year 1 year 1 Other:	

if no, when do y year or other).	oo plan to transcention o	o 6 months	-1 year	Olyeat*	Other:
□ 1-3 months	C 3-6 receibs	0.0			

on primary goal	(Select one	ı
to your goal	for your career.	

What is the primary goal for your career? (Select one)	Advanced construction training/eco.
BOL-registered apprenticeship - union	(including college) Non-construction training/obscation
All-confidence of the confidence of the confiden	Start construction business
DOL-regishered appearisceship – non-union Construction employment (outside DOL construction despressions)	Start construction business
registered appearticeship) registered appearticeship)	Start noo 1
	Other.
Non-construction apprenticeship	

and for your career? (Select one)	Advanced construction training education
What is secondary goal for your career? (Select one)	(including college)
DOL-registered apprenticeship - union	The state of Page 1900s to the
DOL-registered apprenticeship - non-union Noment (outside DOL	Start construction business
	Start non-construction business
Construction registered apprenticeship) Non-construction Employment	Other:
Non-construction apprenticeship	1.00

ion, in there a specific trade or trades that you're interested in

engineer/operator
Cement Mason Boilermaker
Elevator constructor
Iron worker
Millwright.
Sheet metal worker
Teamsters
The second secon
Steaminter hool level Algebra 1 or equiva







Second Career Assessment











IWRS Transition Plan



© CAREER PLAN						
Goal	Related Steps	Category	Earliest Start Date	Latest Planned Due Date	Status	
Training Services	Show Next Steps	Career Plan	4/5/2022	4/29/2022	On Track	
Wrap-Around Support Services		Support Services			Not Started	
Student Support Services		Support Services			Not Started	
Transition Support Services	Hide Next Steps	Support Services	4/4/2022	4/29/2022	On Track	
	Career Information		4/4/2022	4/29/2022	Started/Open	
	Resume Prep		4/11/2022	4/29/2022	Started/Open	
	Assistance with completing an apprenticeship program application		4/18/2022	4/22/2022	Planned/Not Started (Scheduled)	

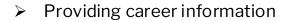








Transition Services



- Mentoring
- Alumni Networking
- Resume building/writing
- Interview preparation
- Assistance with the apprenticeship application
- Job assistance/Job search assistance
- Support starting a business/small business
- Community college referral
- Referral for additional training
- Referral to an American Job Center











Transition Plan



- Engaging their referral and partnership network
- Providing necessary resources and information for participants
- Facilitating job readiness sessions









Transition Deliverables



- Developing/maintaining relationships with transition partners -DOL registered apprenticeship programs, advanced construction programs, community colleges, contractors/construction employers etc.
- Scheduling face-to-face meetings with individual participants to identify primary and secondary goals through the career assessment
- Assisting with or hosting partner involvement for all transition services for participants- resume prep, interview prep etc.)
- Conducting follow-up with alumni







Expected Outcomes and Deliverables



- ➤ At least 85% of the participants based on the grantee's enrollment goal.
- ➤ At least 70% of the participants based on the enrollment goal must transition to a DOL-registered apprenticeship program.









Transition Goals









Case Scenario Activity











What Might Impede Your Success?



- Not developing relationships
- Not developing relationships early
- > Internal challenges
- Not leveraging Career Assessment Information
- > Treating partnerships as transactional interactions

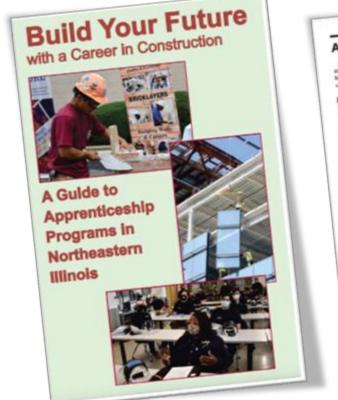






Northern Illinois Career Guide





ARCHITECTURAL IRON WORKER

Archhertural iron littykens perform Seid tebnoalton and installation of vandou walls. governors, glass & metal doors, door hand-uses, stains, scalings, chain lock fances. he excepts, hap notes, guard rais, samples & progressed equipment, skylights & vault doors and adjacent supports.

Sant Requirements:

- Most be at least 18 years old.
- Must have a high school delone or OED. - Start have a valid driver's license and transportation.
- Must pass an applicate level.
- Must be able to speak and understand the English language.
- Applications are accepted for a historiesk period every hist years.

- Complete application process by providing proof of age and education and say a \$125 non-retundable fee.
- Take and pass a general aptitude test.
- Name of applicants who pains the applicate test and foliors at the above steps are
- placed on an eligibility list according to scores. - Applicants are chosen in order from this list.

- Start be able to 18 heavy chacts.

- Must be able to work at elevated heights.
- · Most have a good work effect and possible attitude.
- . Start he hard vorting and noticated.

Recommended Preparatory Cleases.

- * Any Shop Classets + Stathematics Classes.
- + braffing.

- Work Experience.

 yeelpha, but not recensory for acceptance.
- · Familiarity with any type of construction.

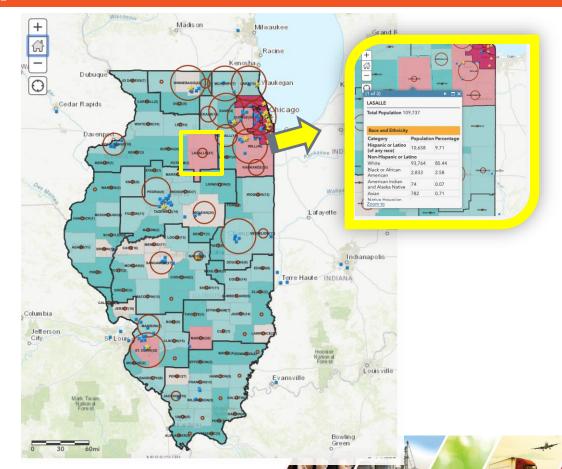
Worklook Conditions.

Applications from storeers work in all types of weather conditions and all various



ILW Heat Map











Funding Benchmarks



- Enrollment
- Completion
- Transition
- Close out reports

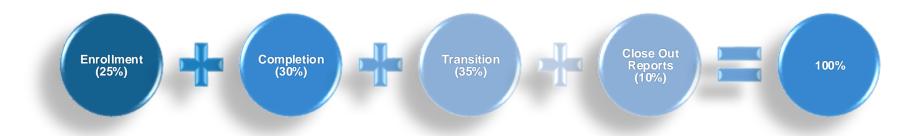








Funding Formula











Per Participant Allotment



- Enrollment
- Completion
- Transition
- Close out reports









Performance-Based Payment Model Examples



Funding Award	Enrollment Goal	Completion Goal (85% of Enrolled)	Primary Transition Goal (70% of Enrolled)	
\$500,000	50	43	35	

		% of total funding award	Max. Funding based on initial award and goals	Per participant allotment	# of Actual Participants	Actual Funding Paid Out
	Program Enrollment	25%	\$125,000	\$2,500	52	\$130,000
	Program Completion	30%	\$150,000	\$3,488.37	44	\$153,488.28
Transitions	Primary Transition Preliminary (75%)	35%	\$175,000	\$3,750	35	\$131,250
	Primary Transition Final (25%)			\$1,250	35	\$43,750
	Alternative Construction Final (70%)			\$3,500	1	\$3,500
	Secondary Transition			\$2,500	0	\$0
	Close-Out Reports	10%	\$50,000	n/a	n/a	\$50,000
	Total	100%	\$500,000	n/a		\$510,988.28







IWRS Performance-based Payment Model













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Section 6: DOL-Registered Apprenticeship Program



By the end of this section, you will be able to:

- List the components of a DOL Registered Apprenticeship Program.
- Compare union versus non-union DOL-RAP.
- Describe the role of the ILW Bid Credit Program, as it relates to transition services.
- Describe the role of the ILW Career Services team.

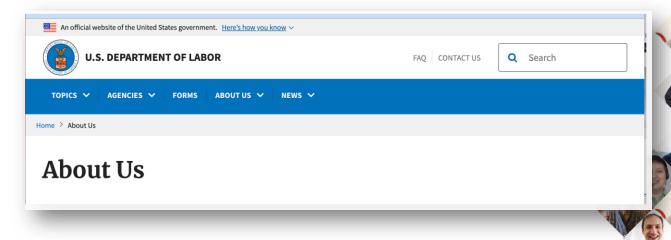






Department of Labor (DOL)











DOL Registered Apprenticeship Program (RAP)



- 1) Employer Involvement the apprentice must be employed;
- 2) Structured On-the-Job Learning with a mentor(s);
- 3) Related Training and Instruction this can be in a classroom/conference room or online;
- Rewards for Skill Gains as the apprentice learns more, they are paid more; and
- 5) National Occupational Credential







Registered Apprenticeship Training Programs











Apprenticeship Program



- ➤ Paid Job
- Work-based Learning
- > Classroom Learning
- Mentorship
- Credentials









DOL-Registered Apprenticeship Program



- Union
- ➤ Non-Union









Union DOL-Registered Apprenticeship Program



Requirements can vary depending on the program and occupation.

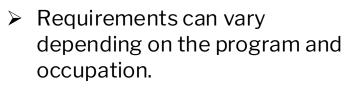
➤ A program is usually four years of onthe-job training, supplemented by hours of classroom instruction. Costs are generally covered by the employer.







Non-Union DOL-Registered Apprenticeship Program



A program is usually three to four years of on-the-job training, supplemented by classroom instruction. Tuition can range between \$9,000 - \$13,000. All, a portion, or none of the tuition and fees may be covered by the employer.



Illinois Works ~ Case Scenario











The DCEO Office of Illinois Works, three key programs:











Unique and Innovative Model







Illinois Works Bid Credit Program



The Illinois Works Bid Credit Program incentivizes contractors to hire and retain a diverse pool of candidates. It allows contractors and subcontractors to earn bid credits by employing apprentices who have completed the Illinois Works Pre-apprenticeship Program. Bid credits can be used toward future bids for public works projects contracted by the State of Illinois or an agency of the state.





Illinois Works Bid Credit Program

In summary, the program provides:

works.



- DCEO will establish the bid credit earning rate for all prevailing wage construction trades once the program rules are approved. This rate will be reviewed and revised annually.
- There is no maximum for bid credits that can be earned by contractors and/or subcontractors and no limit to the number of ILW Pre-apprenticeship graduates they can hire. **The Illinois Works Bid Credit Bank** is administered by DCEO as mechanism for tracking the bid credits.
- ➢ Bid credits can be pooled between multiple contractors and/or subcontractors for a single capital funded projects but there will have a maximum allowable bid credit amount for each project based on the estimated project cost.





Illinois Works Career Services







Illinois Works Career Services

Illinois Works recently launched the Career Services Team, designed specifically to:

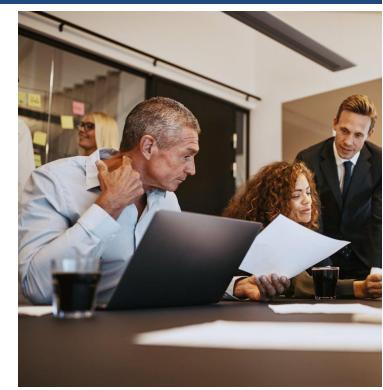
- Build relationships with DOL RAPs.
- Directly connect employers and graduates through job matching.
- Create and provide customized lists of graduates.
- Provide long-term transition support to graduates.

The main goal of Illinois Works is to increase the number of Illinois Works pre-apprentices gaining employment and entry into the DOL RAPs of their choice.



Connecting to Illinois Works Graduates – Job Matching

- The Illinois Works Career Service Team facilitates job matching. This highly effective team works hard to ensure a seamless and efficient process.
- Contractor's, only need to submit a job order though the Illinois Works Employer Form and specify their employment needs.
- This user-friendly form allows the Illinois Works Career Services Team to send a list of Illinois Works graduates that match their job requirements.
- The job order form is also used by contractors to provide follow-up information about the graduates they might have screened or hired from the list they received.









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Section 7: Developing Partnerships



By the end of this section, you will be able to:

- Describe the role of partnerships.
- > List potential partners.
- Explain how an MOU formalizes a partnership.







Partnerships



Partnerships allow you to comprehensively respond to wrap-around services and student support services.









Partnerships



- Local Workforce Areas
- Local and regional Apprenticeship Navigators
- Intermediaries focused on construction
- Building trades
- Union groups
- Community colleges
- Employers
- > Employer associations
- Community-based organizations
- Secondary schools







Formal Partnerships

Formal partnerships are typically formed with other organizations through a Memorandum of Understanding or other written agreement.









Informal Partnerships

Informal partnerships are less formal relationships such as unstructured referral networks. These can still be strong and valuable relationships.









"What partnerships have you established?"













"What additional partnerships might add value for your participants?"















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Section 8: Follow up Services



By the end of this section, you will be able to:

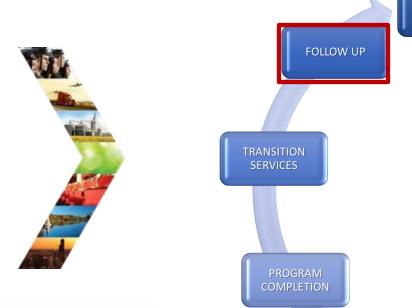
- Locate Follow-Up on the Pre-Apprentice LifeCycle.
- List the options for regularly conducting follow-up.
- Utilize the ILW follow-up questions.
- List the ILW follow-up activities and services.
- Leverage career assessment information.
- > Update the IWRS reporting system.
- Describe the role of the longitudinal study.

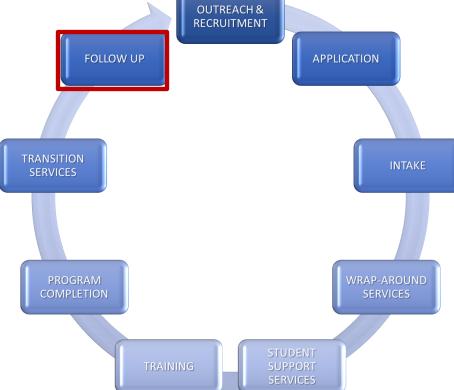






Pre-Apprentice LifeCycle











Program Follow-Up



- > Surveys
- > Focus groups
- > Phone
- > Text
- > Social media
- > Email
- Visits







Question:



"What types of follow-up activities does your program currently use or are planning to implement?"













One-Year Follow Up



A **follow-up** is a contact between transition staff and program alumni on a quarterly basis for one year.

The **first year** is when apprentices may be most vulnerable to dropping out of an apprenticeship program.









Follow Up Questions



- Pursuing a RAP
- Not pursuing a RAP



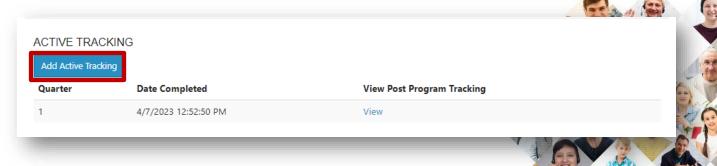






Active Tracking





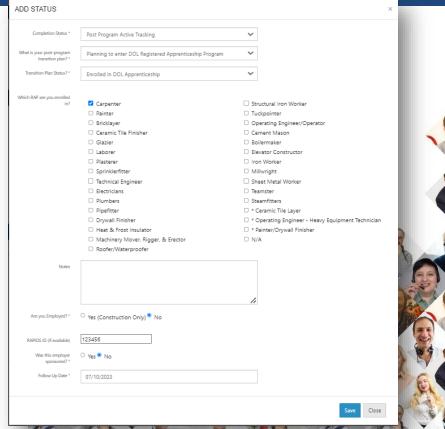






Tracking Questionnaire











Follow-Up Services



- ➤ Illinois Works' follow-up process is non-traditional and will become a part of a longitudinal study to measure program goals and participant outcomes for up to 10 years.
- These follow-up services are an essential and integral part of the comprehensive, longer-term, goal to simultaneously promote participants' economic independence and economic development in the State of Illinois.





Case Scenario Activity











Active Follow-Up Services



- > Referral to community resources
- Tracking progress in the apprenticeship program and/or on the job
- Apprenticeship and work-related peer support group
- Assistance with apprenticeship and work-related problems





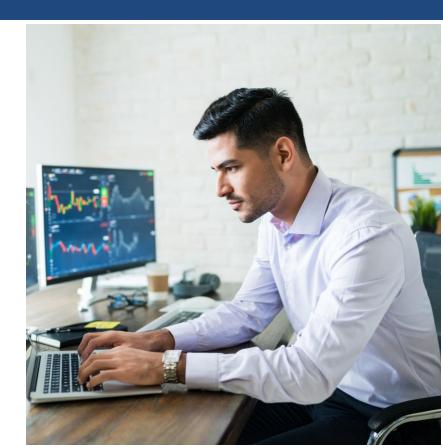




Follow-up Dashboard



- Post-Program Active Tracking
- Follow-up









Longitudinal Study



- Prepared pre-apprentices for entry into the construction and building trades;
- Increased the entry of women, people of color, and veterans into construction and building trades apprenticeships; and
- ➤ Increased the likelihood that women, people of color, and veteran apprentices will complete apprenticeships in the construction and building trades.









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Updated TA Schedule

ALL RESOURCES











& Training Materials Fu

rces Partner Too

Professional Development

2023 New Grantee & 2022 New Hire Professional Development Schedule

Webinar Title	Grantee Audience	Date	Registration Link
Administrator Orientation	2023 New Grantees	January 10, 2023 @ 10:00 am	Register
Grantee Manual Session I	2023 New Grantees, 2022 Renewed Grantee New Hires	January 19, 2023 @ 9:00 am	Register
IWRS Session I	2023 New Grantees; 2022 Renewed Grantee New Hires	January 26, 2023 @ 10:00 am	Register
2023 Grantee Manual Updates	2022 Renewed Grantees	January 31, 2023 @ 10:00 am	Register
Grantee Manual Session II	2023 New Grantees; 2022 Renewed Grantee New Hires	February 2, 2023 @ 9:30 am	Register
2023 IWRS Updates	2022 Renewed Grantees	February 7, 2023 @ 9:30 am	Register
IWRS Session II	2023 New Grantees; 2022 Renewed Grantee New Hires	February 14, 2023 @ 9:30 am	Register
Grantee Manual Session III	2023 New Grantees; 2022 Renewed Grantee New Hires	February 16, 2023 @ 9:30 am	Register
Illinois Works Needs Assessment Questionnaire Facilitation	All Grantees (2022 Renewed and 2023 New Grantees)	February 21, 2023 @ 9:30 am	Register
IWRS Session III	Staff & Program Administrator Session (2023 New Grantees; 2022 Renewed Grantee New Hires)	February 23, 2023 @ 9:30 am	Register
Chicagoland/North Regional Meeting	All Grantees (2022 Renewed and 2023 New Grantees)	May 23, 2023 @ 9:30 am	Meeting Agenda
Providing Impactful Wrap-around and Student Support Services	Wrap-around Service Coordinators, Student Support Service Coordinators, and any staff involved in providing wrap-around or student support services	June 8, 2023 @ 9:30 am - 12:30 pm	Register
Toolbox Tuesday: Overview of ILWPP from a Grantee Perspective	All grantee staff are welcome to join	June 13, 2023 @ 10:00 am - 11:00 am	Register
Providing Effective Transition Services & Working with DOL Registered Apprenticeship Program	Transition Service Coordinators and any staff involved in providing transition services	June 22, 2023 @ 9:30 am - 12:30 pm	Register
Applicant Tracking System	Program Administrators, Transition Service Coordinators, Data Entry Coordinators	July 6, 2023 @ 9:30 am - 11:30 am	Register
August Toolbox Tuesday	Optional for all staff	August 8, 2023 @ 10:00 am	Register
Instructor Quarterly Meeting	In-house instructors	August 23, 2023 @ 10:00 am	Register
ILWPP Grant Renewal Information Session	Program administrators	August 24, 2023 @ 10:00 am	Register
Central/South Regional Meeting	Program administrators, support staff, transition staff from Central/Southern region required in-person	August 29, 2023 @ 9:30 am	Registration forthcoming







Comments, feedback, or questions?

Email us at:

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Feedback ~ We want to hear from you







Thank You!



