

## **SUNY Apprenticeship Operational Support Program**

*Funding Available: Up to \$930,000*

### **Purpose**

The SUNY Apprenticeship Program (SAP) assists in developing pre-apprenticeships and Registered Apprenticeships in advanced manufacturing, healthcare/human services, and other sectors (non-construction). In partnership with New York State Department of Labor's (NYSDOL) Apprenticeship Office and SUNY System Administration's Office of Community Colleges and the Education Pipeline, the SAP program leverages the resources and capacity of SUNY community colleges, as well as other SUNY institutions, to provide expertise and support to expand Registered Apprenticeships in emerging fields, benefiting both workers seeking jobs and employers seeking to fill roles.

Through the SUNY Apprenticeship Operational Support Program, SUNY Community Colleges are eligible to receive one time funding for staffing to assist in administrative duties for the Apprenticeship Program. Community Colleges are expected to use these funds for staffing to complete intakes, training details and invoicing forms; assist apprentices on campus; or other administrative duties necessary to build capacity at the institution to increase registered apprenticeship and pre-apprenticeship learning activities. Funding can be used for new staff or to realign the duties of existing staff. Funding will be provided in one lump sum upon award and may be spent over a period up to three years.

### **Strategic Criteria**

Proposals must:

- Provide an Executive Summary to include a concise overview of the proposal highlighting the key points and benefits to the SUNY Apprenticeship Program.
- Outline how the funding will be utilized to enhance administrative capacity. Describe the proposed staffing structure, roles, and responsibilities and how the additional staff will contribute to completing intakes, training details and, invoice forms as well as other administrative duties related to the SUNY Apprenticeship Program.
- Highlight current apprenticeship program activities and successes.
- Budget: Provide a comprehensive budget breakdown that outlines the expected costs associated with the staffing requirements and administrative duties. Ensure that the budget aligns with the one-time funding amount.

Proposals and awards will be coordinated and administered by SUNY System Administration via the Office of Community Colleges and the Education Pipeline.

**Eligibility:** All SUNY community colleges, with the exception of the two SAP lead campuses, that have open executed agreements and have been awarded over \$100,000 are eligible to apply. Up to 13 awards with a cap of \$100,000 each will be awarded. Awards will be commensurate with current SAP Activity.

**Award Level:** \$930,000 is available for awards, up to 13 awards will be granted.

Application:

[Application Link](#)  
[Budget Template Link](#)

**Deadline:** August 7, 2023 at 9:00 AM with awards made in fall 2023.

**Reporting:** Awarded institutions will be expected to furnish an annual report to the SUNY Office of Community Colleges and the Education Pipeline. Reports must include the following metrics:

- Number of Registered Apprentices supported
- Number of pre apprentices supported
- Number and names of employers offering apprenticeships
- Number and names of trades supported
- Budget/financial status

**More Information:**

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