



Partnership to Advance Youth Apprenticeship Policy Academy Request for Applications

Purpose: As a national partner in the [Partnership to Advance Youth Apprenticeship](#) (PAYA), the National Governors Association Center for Best Practices (NGA Center) is launching a policy academy to help states and territories develop and implement policy agendas that advance high-quality youth apprenticeship opportunities. States and territories are invited to assemble a state team, including a representative of their Governor's office, and apply to receive up to a \$50,000 grant award and technical assistance to advance high-quality youth apprenticeship over a 12-month period. State teams will receive technical assistance to execute their proposed scope of work; participate in programming that will provide teams with a clearer understanding of the national policy landscape and state policy options for advancing youth apprenticeship; and engage in multiple in-person and virtual peer learning opportunities.

The PAYA Framework for High-Quality Youth Apprenticeship:

A youth apprenticeship is a structured, work-based learning program designed to start when apprentices are high school aged. High-quality youth apprenticeship programs are built on partnerships that include employers, high schools, and providers of postsecondary education and include the following core elements:

- Paid, on-the-job learning under the supervision of skilled employee mentors
- Related, classroom-based instruction
- Ongoing assessment against established skills and competency standards
- Culmination in a portable, industry-recognized credential and postsecondary credit

Policy Academy Period: July 2023 – June 2024

Eligibility: All U.S. states, commonwealths, and territories in good standing with NGA are eligible to apply.

Applications Due: Please email your completed application in a PDF file to Jack Porter at jporter@nga.org by Friday, June 9, 2023 by 11:59 pm Eastern Time.

Point of Contact: Jack Porter, Senior Policy Analyst, jporter@nga.org; 202-603-5380

Virtual Information Session for Interested Parties: NGA and New America will hold an [informational webinar](#) on Monday, May 22 at 3:00 PM EST.

Policy Academy State Activities and Assistance Provided:

States selected to participate in the policy academy are expected to participate in the activities listed below and will receive the following types of assistance from NGA Center staff:

- **Attend two in-person convenings** of policy academy states, [PAYA National Partners](#), and other policymakers and subject matter experts (a detailed timeline can be found below).
- **Develop and implement a 12-month action plan** tailored to your state or territory. Action planning may be informed by the [State Policy Playbook to Advance Youth Apprenticeship](#) and may include:
 - Assessing the current landscape of policies, programs, and gaps;
 - Developing or improving a codified definition of high-quality youth apprenticeship;
 - Refining youth apprenticeship policy priorities and recommendations; and
 - Taking steps to advance those policy priorities.
- **Participate in an in-person, facilitated action planning session** in your state/territory (“site visit”) with NGA Center staff to support your state team’s goals (optional).
- **Participate in monthly technical assistance calls** with NGA Center staff that serve as opportunities for state teams to coordinate activities and make progress on achieving their proposed scope of work as well as make requests of NGA Center staff for research, action planning facilitation, or other customized assistance.
- **Engage in peer learning** with fellow policy academy state teams, including bimonthly webinars beginning in the fall of 2023.
- **Develop a set of policy priorities** supported by the Governor.
- **Submit a brief, final report** on progress to the NGA Center and New America.

Expected Outcomes for Participating States and Territories:

- **Increased collaboration with subject matter experts**, including [PAYA National Partners](#), which can help inform states' policy recommendations and action plans.
- **Engagement with state peers** including through NGA Center facilitated opportunities designed to help states advance their policy priorities and action plans.
- **Stronger relationships among key policymakers and constituents** across the education, workforce and economic development ecosystem.
- **Development and implementation of an action plan** to advance high-quality youth apprenticeship in alignment with the state's broader workforce, education and economic development goals.
- **Policy and systemic change** that advances high-quality youth apprenticeship.

Timeline: The following is a tentative schedule for the PAYA Policy Academy.

5/10/2023	NGA & New America Issue a Request for Applications
5/22/2023	Virtual Information Session for Interested Parties (Optional)
6/09/2023	Applications from States/Territories Due to NGA & New America
6/30/2023	NGA & New America Notify States/Territories of their Application Status
Week of 8/14/2023	1 Day Event: Cross-State Kickoff Convening in Washington, DC
7/2023-6/2024	States receive customized technical assistance from NGA; undergo a curriculum of programming on youth apprenticeship policy; and engage in peer learning.
7/2024	Cross-State Convening (in a state TBD)

Required Application Content and Selection Criteria: Applications may receive up to 100 points, should not exceed five pages, and must include each of the following items:

- **Contact Information:** Name/Title/Organization/Email Address of state team lead and the state's fiscal agent.
- **Statement of Interest (10 points):** Please briefly describe why your state is interested in participating in the policy academy and what your team hopes to gain from participation.
- **State Team Leadership and Membership (20 points):** Please list the name, organization/title, and email address for each individual on your proposed state team and indicate who will serve as the team lead/primary liaison to NGA and New America. State teams should comprise staff who can drive activities required to make tangible progress on policy goals related to youth apprenticeship. Please note that each proposed team must include a representative from the Governor's office as well as a representative from the state's lead agency or department for youth apprenticeship. Where applicable, states are encouraged but not required to include individuals or organizations that participate in the PAYA Network or have received [program-focused PAYA grants](#). Additional state team members may include

representatives from state workforce agencies; state education agencies; local education agencies; institutions of higher education; and nonprofit organizations.

- Current Policy Landscape (20 points):** Please describe any current or pending policy initiatives on the issue of youth apprenticeship in your state. Please also describe any relevant working groups/task forces; strategic planning efforts; related grant-based projects, cohort participation, or other partnerships with national organizations; or state funding that supports youth apprenticeship. Please also describe any recent successes as well as the biggest challenges you are facing on this policy issue in your state.
- Goals and Strategies (30 points):** Please outline 3-5 policy goals for which you would like to make progress during the 12-month project period; the steps necessary to achieve these goals; how these goals fit into the current policy landscape; and the role NGA technical assistance will play in achieving these goals. If applicable, please outline how NGA's [State Policy Playbook to Advance Youth Apprenticeship](#) has informed past policy goals or will inform future policy goals. Priority will be given to state teams that outline an achievable scope of work and the capacity to enact policy change in the 12-month project period.
- Letter of Support from the Governor (10 points):** A letter of support from the Governor is required. The letter should state the Governor's interest in and desired outcomes for participation in the policy academy and how those outcomes fit within the Governor's broader workforce development, education and economic development agenda.
- Budget (10 points):** Please outline the expenditures for which grant funds will be used and provide a description for each item. Among these costs, please include state team travel for up to 4 team members to the 2 in-person policy academy convenings. Please use the template attached to outline a budget of up to \$50,000.

Category	Estimated Expense	Narrative
Personnel		
Travel & Transportation		Travel & Lodging for 2 in-person PAYA Policy Academy Events
Communications		
Sub-contracted Services		
Other		