H.O.P.E Project Road Map

Helping Your Organization Prepare for Registered Apprenticeship

What is a Registered Apprenticeship?

A registered apprenticeship is a training program that combines, on-the-job learning with classroom instruction. It is often referred to as "earn while you learn." Programs are officially recognized by either a state apprenticeship agency or the U.S Department of Labor (DOL), and meet national standards.

BACH received a grant award through ABA2-Category 3 funded by the U.S. Department of Labor in the amount of $3.8M from July 1, 2024 through June 30, 2028. The purpose of this grant award is for BACH to provide technical assistance and Incentive Funding to hospital and healthcare facility employers in the Baltimore metropolitan area.

STEP 1: Complete Readiness Assessment

A readiness assessment survey has been sent to you via email from: ralmoraisi@baltimorealliance.org and jjohnson@baltimorealliance.org. Completing this survey helps us understand your organization's needs and prepares you for group and one-on-one coaching sessions.

STEP 2: Group Coaching (Employer Engagement Committee)

After completing the assessment, join our mandatory bi-monthloy Zoom coaching sess90=\o/ns where we guide you step-by-step through the apprenticeship programs setup.

STEP 3: One-on-One Coaching from BACH

We'll schedule personalized coaching sessions to tailor your program based on your organization's specific needs. Schedule your 1:1 sessions at the link provided. Book Here

STEP 4: Build Your Registered Apprenticeship Program

You'll need to:

- Identify your healthcare needs and occupations
- Design the apprenticeship program structure
    - On-the-job work training schedule
    - How and where will they take the courses (BACH can assist in finding an instructor)
    - Wages
    - Mentorship

○ Duration

STEP 5: Partner, Register, and Recruit

- Partner with Key Stakeholders (BACH can assist in connecting you with one)
  - Educational providers
  - Workforce development boards
- Register the Program with MATP
  - Submit the program standards to the Maryland Apprenticeship and Training Program (MATP)
- Recruit and Enroll Apprentices
- Manage and Evaluate
  - Track apprentice progress
  - Submit required documentations
  - Conduct evaluations of learning outcomes

STEP 6: Apply for Incentive Funding

You'll be able to apply for incentive funding through the Request for Proposal (RFP), which will be released on October 16.

STEP 7: Implement the RA program

STEP 8: Data Collection

During the launch of your registered apprenticeship using the Incentive Funding, you will be required to collect the following participant-level data at a minimum:

Demographic Information:

1. Legal Name (First and Last)
2. Date of Birth
3. Gender
4. Race/Ethnicity
5. Address of Residence (Zip Code is necessary)
6. Disability - Category of Disability
7. Veteran Status
8. Social Security Number (or you can have "999-99-9999")
9. Returning Citizen Status

Employment & School Information:

10. Employment Status at Program Entry
11. Long-Term Unemployed at Program Entry
12. Highest School Grade Completed at Program Entry
13. Highest Educational Level Completed at Program Entry
14. School Status at Program Entry

RA Program Information:

15. Date of Program Entry
16. Occupational Skills Training Code (the 8-digit O*NET SOC 2019 taxonomy occupational code)
17. Participated in Postsecondary Education During Program Participation (yes/no)
18. Enrolled in Secondary Education Program (yes/no)
19. Most Recent Date Received Supportive Services
20. Date of Most Recent Measurable Skill Gains: Skills Progression

Program Exit & Post-Exit Information:

21. Date of Program Exit (same date as completing all required training to transition from apprenticeship to secure employment in new occupation or date of program withdrawal before completion)
22. Reason for Exit (if withdrawn before completion)
23. Type of Recognized Credential
24. Date Attained Recognized Credential
25. Date Entered New Employment Position After RA Exit
26. Date Enrolled in Post-Exit Education or Training Program Leading to a Recognized Postsecondary Credential

Income Information:

27. Earnings 1st Quarter After Exit Quarter
28. Earnings 2nd Quarter After Exit Quarter
29. Earnings 3rd Quarter After Exit Quarter
30. Earnings 4th Quarter After Exit Quarter

BACH will guide you to use the data that you have collected during your program launch to secure additional funding when the term of your Incentive Funding ends.

Note: The incentive funding from BACH will allow you to start up the registered apprenticeship. You will not receive funding annually.

What You Need to Do Vs. What BACH Will Do

Your Responsibility is to:

- Participate as an active employer partner in BACH's HOPE Project Registered Apprenticeship Hub
- Attend quarterly Employer Engagement Committee meetings to provide input on apprenticeship program design and implementation
- Receive technical assistance and coaching from BACH to develop and/or expand Registered Apprenticeship Programs
- Partner with at least one pre-apprenticeship program provider to create clear pathways to RAP enrollment
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- Work with BACH to identify opportunities for new or expanded apprenticeship programs
- Promote apprenticeship opportunities within the organization
- Track and report required apprenticeship program data and outcomes
- Support BACH's mission of empowering participants to transition into well-paying healthcare careers that enhance patient care while contributing to the vitality of their communities and the success of healthcare organizations.

BACH's Responsibilities:

- Provide technical assistance and coaching to support RAP development and implementation
- Facilitate connections with pre-apprenticeships providers
- Coordinate quarterly Employer Engagement Committee Meetings
- Share best practices and resources for apprenticeship program success
- Support recruitment and screening of apprenticeship candidates
- Assist with Program registration and compliance requirements
- Provide regular updates on HOPE Project initiatives and opportunities

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