



**Greater Oh-Penn Manufacturing  
Apprenticeship Network**

Ashtabula, Columbiana, Geauga, Mahoning, Portage and Trumbull Counties in Ohio  
Clarion, Crawford, Erie, Forest, Lawrence, Mercer, Venango and Warren Counties in Pennsylvania

Agreement Number: 10890-D805

C DFA #: 17.268

**Total Contract Amount: \$**

Apprenticeship Program Type: Group  Individual   
New  Existing

**GREATER OH-PENN MANUFACTURING APPRENTICE NETWORK  
ADDENDUM TO MASTER AGREEMENT 10890**

Between

WEST CENTRAL JOB PARTNERSHIP  
217 WEST STATE STREET – 3RD FLOOR  
SHARON, PA 16146

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\_\_\_\_\_  
\_\_\_\_\_

Hereafter "GRANTOR"  
Contact: Eric Karmecy  
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Federal I.D. # 25-1532141

Hereafter "EMPLOYER"  
Contact: William Beers  
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Federal I.D. 25-1602180

**Agreement Start Date:** \_\_/\_\_/\_\_

**Agreement End Date:** \_\_/\_\_/\_\_

**Apprentice Name:** \_\_\_\_\_

**Position Title:** \_\_\_\_\_

**Program Sponsor:** \_\_\_\_\_

**Statement of Work:** Reference attached application, apprenticeship agreement and standards of registered apprenticeship

**Purpose of Addendum:** The purpose of this Addendum to the is to reimburse EMPLOYER for a portion of the direct costs of On-the-Job Learning and Related Technical Instruction provided to Apprentices.

**Budget Summary:** (Invoices should be submitted to WCJP according to the following schedule)

<u>Reimbursement Period</u>	<u>Training Dates</u>	<u>Reimbursement Rate</u>
First 6 months	12/17/2018 – 06/17/2019	\$1,500.00
Final 6 months	06/18/2019 – 12/17/2019	\$1,500.00
<b>TOTAL CONTRACT AMOUNT:</b>		<b>\$3,000.00</b>

**Definitions**

**New Program** - Any manufacturer that does not currently have an active registered apprenticeship program. Programs that have been inactive for more than five years are also considered new. If an existing program adds additional occupations, it is considered a new program. If a manufacturer moves from a standalone program to a group-sponsored program, it is considered to be a new program.

**Existing Program** - Any manufacturer that currently has an active registered apprenticeship program in Ohio or Pennsylvania. Programs that have been inactive for less than five years are also considered existing.

**Apprenticeship Sponsor** - Every Registered Apprenticeship program has a “sponsor.” The sponsor is responsible for the overall operation of the program, working in collaboration with the partners. Sponsors can be a single business or an Individual Model. Alternatively, the sponsor can be a range of workforce intermediaries including an industry association or a consortium of employers. Community colleges, and/or community-based organizations can also serve as sponsors in what is known as a Group-Sponsored Model Registered Apprenticeship program.

### **Employer Reimbursement Structure:**

Employer Reimbursements are intended to incent manufacturers to participate in Registered Apprenticeships. The reimbursement schedule uses staggered rates to encourage early adoption, rewarding those companies that are willing to work with project staff in the early stages of the grant period to provide guidance, test the new program design, and provide information to develop a Return on Investment (ROI) model.

Reimbursements amounts are issued one time for each registered apprentice, according to the Date Apprenticeship Begins (Indenture Date) listed on the official Apprenticeship Agreement form, following schedule below. Employer subsidies are subject to change pending periodic review by the Employer Advisory Council and availability of funds.

### **Early Termination of Registered Apprentice:**

Employers may submit for eligible costs incurred for Registered Apprentices who exit their apprenticeship program within 30 days of the apprentice's exit date provided they:

- Have been employed through the full time period (6 month and 12 month) for which reimbursement is requested.
- Complete the Greater Oh-Penn Apprenticeship Network Cancellation Form
- Invoice for all eligible costs according to the instructions in the award email
- Complete the appropriate steps required by the State Apprenticeship Office to cancel the apprenticeship agreement and submit documented evidence

	Year 1		Year 2		Year 3		Years 4 - 5	
	Oct 1, 2015 – Nov 1, 2016		Nov 2, 2016 – Sept 30, 2017		Oct 1, 2017 – Sept 30, 2018		Oct 1, 2018 – March 31, 2020	
	New	Existing	New	Existing	New	Existing	First 75 Apprentices	Final 75 Apprentices
<b>Employer Subsidy for Apprentice</b>	\$6,000	\$3,000	\$5,000	\$2,500	\$4,000	\$2,000	\$3,000	\$2,000

### **Eligible Training Costs**

**Job Related Technical Instruction (RTI)** - Grant funds may be used to support the RTI (sometimes referred to as classroom training) of an American Apprenticeship. RTI allows apprentices to learn the theoretical aspects of the job. Allowable costs may include (1) the development of courses at the post-secondary level that are integrated into the apprenticeship program; (2) apprentice tuition or other educational fees; (3) and the delivery of instruction requirements (e.g., virtual learning technology, classroom instructors, etc.); and (4) costs for training facilities.

**On-the-Job Learning (OJL)** – OJL (sometimes referred to as on the job training) combined with job related technical instruction comprise the core training components of any apprenticeship. Grant funds may be used to support the OJL to reimburse employers for extraordinary costs of training not to exceed \$6,000 per apprentice over the period of training. This reimbursement can help offset overhead associated with providing the training, shadowing, mentoring and additional supervision that are part of a quality on-the-job learning. The majority of these training costs are typically borne by the employer.

The parties agree to the following terms and conditions:

### **Scope of Services**

Registered Apprenticeship training is distinguished from other types of workplace training by several factors:

- (1) participants who are newly-hired (or already employed) earn wages from employers during training;

