

HEALTHCARE APPRENTICESHIP INITIATIVE

FREQUENTLY ASKED QUESTIONS

These Frequently Asked Questions (FAQs) were developed as a supplement to the Healthcare Apprenticeship Initiative Application Packet. The Application Packet, FAQ updates, and more Healthcare Apprenticeship Initiative information can be found on Texas Workforce Commission's (TWC's) [Apprenticeship Initiatives](#) web page. Questions about this initiative can be emailed to apprenticeshipinitiatives@twc.texas.gov.

Q. Who are eligible grant recipients?

A. A Texas-based employer who:

- is the Registered Apprenticeship (RA) sponsor; or
- has a signed employer agreement with a RA sponsor; and
- demonstrates labor shortages in one or more of the following occupational fields:
 - certified medical assistant;
 - certified nurse assistant;
 - licensed vocational nurse; and
 - related healthcare fields.

Q. Is there a maximum request amount?

A. The maximum requestable amount is one million dollars (\$1,000,000).

Q. What is the average cost per new apprentice in a Healthcare Apprenticeship project?

A. The average cost target for each new apprentice must not exceed six thousand dollars (\$6,000).

Q. What is the typical length of a Healthcare Apprenticeship grant?

A. The standard duration of a Healthcare Apprenticeship grant is eighteen (18) months. This timeframe allows adequate time for development and planning, ensuring that all deliverables are successfully achieved within the grant period.

Q. What are the application submission deadlines?

A. Applications may be submitted year-round to apprenticeshipinitiatives@twc.texas.gov, subject to funding availability. Funding is distributed on a first-come, first-served basis.

Q. What is a new apprentice?

A. A participant who is newly enrolled or registered in a RA program for the first time during the grant period of performance and receiving Texas wages.

Q. What can the Healthcare Apprenticeship funds be used for?

A. Funds can be used to support the apprenticeship registration; costs related to curricula development; related instruction or training for apprentices (in-person, online, or hybrid); books and training materials for apprentices; instructor costs; and mentor activities, and paid clinicals for registered healthcare apprentices.

Q. Are there unallowable costs in Healthcare Apprenticeship projects?

A. Yes, the Healthcare Apprenticeship funds cannot be used toward the following costs:

- Food and beverages
- Alcoholic beverages
- Entertainment
- Goods or services for personal use
- Expenditures for construction, purchases, additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to land, facilities, and buildings (whether leased or owned)
- Pre-award costs
- Stipends to participants
- Participant wages
- Door prizes and other giveaways
- Foreign travel
- Out-of-state travel
- Vehicles; and
- Equipment*

*Equipment is not an allowable cost under this application and is defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more.

Q. Will there be reporting requirements for these projects?

A. Upon receiving an award, grantees will be responsible for submitting the following to TWC: quarterly progress reports, quarterly data submissions via TWC's designated collection method, monthly expenditure reports through TWC's Cash Draw and Expenditure Reporting System, a financial closeout package, a final progress report, and ad-hoc reports as requested.

Q. Who is the eligible population to be served?

- A. The eligible population to be served under this initiative consists of new apprentices who are:
- Texas residents;
 - aged 18 or older;
 - U.S. citizens or individuals certified to work in the United States; and
 - if male, meet [Selective Service](#) requirements.

Eligible participants are persons 18 years of age and older who are not enrolled in a RA program at the time of initial grant service. TWC is particularly interested in increasing the diversity of RA program populations by actively recruiting women, people of color, formerly incarcerated individuals, and persons with disabilities, as well as the protected groups identified in [29 CFR Part 30](#). TWC also remains committed to prioritizing veterans.

Q. Can an application be resubmitted if denied?

- A. Applicants are strongly encouraged to use technical assistance before resubmitting applications to enhance areas that did not meet the requirements. For support, please contact our evaluation team at apprenticeshipinitiatives@twc.texas.gov.

