

Apprenticeship Training Program Timeline for FY12

DATE	ACTIVITY
March 8, 2011	Fiscal Year 2012 (FY' 12) Apprenticeship and Training Advisory Committee (ATAC) recommends funding formulas to the Texas Workforce Investment Council (TWIC) for approval.
March 10, 2011	Texas Workforce Commission (TWC) receives FY' 12 Apprenticeship Training Program funding recommendations from TWIC.
June 7, 2011	Commission approves: <ul style="list-style-type: none"> • FY' 12 preliminary funding formulas as recommended by TWIC; and • Planning estimates contingent on total available funds, as approved the Commission's adoption of the FY' 12 Operating Budget. • TWC publishes notice of fund availability for FY' 12 Apprenticeship Training Program. Instructions for submitting request for funding posted on TWC website.
July 1, 2011	Apprenticeship Training Program FY' 12 application period closes and all planning estimates DUE to TWC. <u>This date is the last date to submit a planning estimate form to be eligible for FY'12 apprenticeship training program funding.</u>
July 8, 2011	TWC determines preliminary statewide contact-hour rate to be used in the preparation of LEAs' FY' 12 Apprenticeship Application.
July 15, 2011	Apprenticeship Applications and any required supporting document DUE for FY' 12.
August 1, 2011	Department of Labor (DOL) – Office of Apprenticeship deadline - All apprenticeship training programs applying for TWC funds in FY' 12 must be registered with the DOL - Office of Apprenticeship.
August 15, 2011	All Apprenticeship Training Program contracts for FY' 12 will be mailed to LEAs for signature.
August 29, 2011	Apprenticeship Training Program contracts for FY' 12 to be returned by LEAs.
Late August, 2011	Commission approves final apprenticeship amount as part of the FY' 12 Operating Budget.
September 1, 2011	Effective date of the Apprenticeship Training Program contract for FY' 12. Earliest date related instruction classes should begin. DOL-Office of Apprenticeship - Revised hours of related instruction as stated in local standards must be approved by the DOL - Office of Apprenticeship State Director for funding purposes.
Beginning -- September 1, 2011	Authorized LEA administrators or designees of <u>continuing programs</u> must perform at least one on-site visit during one of the first four class meetings to verify all apprentices are registered with DOL- Office of Apprenticeship and attendance is documented. <i>Note: New Programs</i> the authorized LEA administrators or designees must perform at least one on-site visit during the 2 nd , 3 rd , or 4 th class meetings. <i>Instructor's attendance roster of related classroom instruction meetings will be used to verify attendance of apprentices entered into TWISTToGo Note: All apprentices to be included in actual contact hour calculation for TWC funding must be registered with DOL – Office of Apprenticeship before attending first class.</i>

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20th day of each month	Cash Draw and Expenditure Reporting DUE to TWC. (for prior month)
No later than October 10, 2011	<u>New Programs' deadline</u> for having all registered apprentices to be included in the actual contact hour calculation for TWC's FY12 Chapter 133 funding must be entered in the TWIST To Go On-Line System for DOL-Office of Apprenticeship approval and acceptance of TWC.
No later than the 5th working day of December 2011	<u>Continuing Programs' deadline</u> for having all registered apprentices to be included in the actual contact hour calculation for TWC's FY12 Chapter 133 funding must be entered in the TWIST To Go On-Line System for DOL-Office of Apprenticeship approval and acceptance of TWC.
January 18, 2012	TWC notifies LEAs of the FY' 12 final contact-hour rate, the basis for the final contract awards for FY' 11
January 31, 2012	All Apprenticeship Training Program contracts for FY' 12 will be mailed to LEAs for signature
February 12, 2012	Apprenticeship Training Programs contracts for FY' 12 to be returned by LEAs.