

# TEXAS INDUSTRY RECOGNIZED APPRENTICESHIP FREQUENTLY ASKED QUESTIONS

These Frequently Asked Questions (FAQ) were developed as a supplement to the Texas Industry Recognized Apprenticeship (TIRA) [Application for Funding Form](#). The TIRA Application for Funding Form, FAQ updates, and more TIRA information can be found on TWC's [Apprenticeship Initiatives](#) webpage. Questions about TIRA can be emailed to [TIRA@twc.texas.gov](mailto:TIRA@twc.texas.gov).

## **Q. Who are eligible grant applicants?**

- A. A private sector employer from any one of the following:
- Trade and industry group;
  - Corporation;
  - Nonprofit organization;
  - Educational institution;
  - Union; or
  - Joint labor-management organization.

## **Q. What occupations can be supported with TIRA funding?**

- A. The [statewide twenty-five \(25\) target occupations](#) will be considered for TIRA funding.

## **Q. Is there a maximum request amount?**

- A. The maximum amount that can be requested is five hundred thousand dollars (\$500,000).

## **Q. What is the average cost per participant in a TIRA project?**

- A. The average cost per participant cannot exceed ten thousand dollars (\$10,000). Costs will be reviewed against comparable curriculum, content of training plan, and must be reasonable for the occupation. Costs will be evaluated and negotiated to ensure equitable distribution.

## **Q. What is the typical length of a TIRA grant?**

- A. The standard length of time for a TIRA grant is eighteen (18) to twenty-four (24) months. Projects will require time for training to be completed and earnings verified through TWC's wage record system to ensure objectives are accomplished within the grant period. Reimbursement of reported expenditures is estimated to be paid out at the end of the grant period.

## **Q. What are the application submission deadlines?**

- A. Applications may be submitted to [TIRA@twc.texas.gov](mailto:TIRA@twc.texas.gov) year-round, pending funding availability. Funding is awarded on a first-come, first-serve basis. Applicants are encouraged to submit applications by June 1, to ensure funding for current state fiscal year.

## **Q. What is Texas Industry Recognized Apprenticeship (TIRA)?**

- A. An apprenticeship training model that is full-time paid work combined with classroom related training (in-person or virtual) that advances the participant to credentialed performance-verified mid-level status in the occupation.

**Q. What can the TIRA funds be used for?**

- A. Funds can be used to support the costs related to instruction or training of participants (in-person, online, or hybrid), books and training materials for participants, instructor costs, and consumables for one-time use lab supplies.

**Q. Are there unallowable costs in TIRA projects?**

- A. Yes, the TIRA funds cannot be used towards the following costs:
- food and beverage costs;
  - 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;
  - supportive services;
  - curriculum development;
  - on-the-job learning;
  - vehicles; and
  - equipment<sup>+</sup>.

<sup>+</sup>Equipment is not an allowable cost under this Application. Equipment 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 award, grantees will be required to submit quarterly progress reports, quarterly data submissions (using TWC's online Apprenticeship Information Management System), monthly expenditure reports (via TWC's Cash Draw and Expenditure Reporting System), a financial closeout package, a final progress report, and at times ad-hoc reports to TWC.

**Q. Who is the eligible population to be served?**

- A. The eligible population to be served under TIRA consists of participants who are:
- participating in a TIRA program that is twenty-six (26) weeks or less;
  - maintaining employment for at least twelve (12) consecutive months immediately following the completion of training; and
  - earning a wage equal to or above the workforce area's [minimum self-sufficiency wage level](#).

**Q. Can an application be resubmitted if denied?**

- A. Applicants are encouraged to take advantage of technical assistance prior to application resubmission to improve elements that did not meet application requirements. Contact our Evaluation Team at [TIRA@twc.texas.gov](mailto:TIRA@twc.texas.gov).