



## PRE-APPRENTICESHIP PROVIDER AGREEMENT

### AYA Solar Generation PAPT

PMA#	9402	Term (hours):	192
------	------	---------------	-----



APPROVED BY THE  
Oregon State Apprenticeship and Training Council  
REGISTERED WITH THE  
Apprenticeship and Training Division  
Oregon State Bureau Labor and Industries  
800 NE Oregon Street  
Portland, Oregon 97232

#### APPROVAL:

12/14/2023 By: **CHRISTINA E STEPHENSON**  
Initial Approval Date Chair of Council

N/A By: **JESSICA GIANNETTINO VILLATORO**  
Last Date Revised Secretary of Council

## **PRE-APPRENTICESHIP PROVIDER AGREEMENT**

Pre-apprenticeship is a program designed to prepare under-represented, disadvantaged or low skilled individuals to enter and succeed in a registered apprenticeship program. Approved pre-apprenticeship programs must have a documented partnership with at least one, if not more, registered apprenticeship committees. The Oregon State Apprenticeship and Training Council (OSATC) has the authority to approve pre-apprenticeship training programs (PATP) for the purposes of serving the best interest of registered apprenticeship. In order to be used by a registered apprenticeship committee as a direct entry or preferred applicant source, a pre-apprenticeship program must be approved by the Council.

This Provider Agreement is in conformity with and is to be used in conjunction, as applicable, with the Apprenticeship Rules, Chapter 839-011-0335 OAR (Oregon Administrative Rules); Apprenticeship and Training Statutes, Chapter 660 ORS (Oregon Revised Statute); The National Apprenticeship Act, 29 U.S.C. (United States Code) 50; Apprenticeship Programs, Title 29 Part 29 CFR (Code of Federal Regulations); and Equal Employment Opportunity in Apprenticeship and Training, Title 29 Part 30 CFR which collectively govern the employment and training in apprenticeable occupations, as applicable. If approved by the council, such amendment(s) or changes as adopted by the council shall be binding to all parties on the first day of the month following such approval. PATP shall notify pre-apprenticeship participants and registered apprenticeship committees with whom the PATP facilitated entry or formalized agreements of changes as they are adopted by the Council. If and when any part of this Provider Agreement becomes illegal, as it pertains to federal and/or state law, that part and that part alone will become inoperative and null and void, and the Bureau of Labor and Industries (BOLI) may recommend language that will conform to applicable law for adoption by the OSATC. The remainder of the Provider Agreement will remain in full force and effect.

The following are requirements for administering a pre-apprenticeship program. These provisions are to be used in conjunction with OAR 839-011-0335:

1. The program must incorporate Council approved training and curriculum based on industry standards.
2. The program must specify recruitment strategies focused on outreach to under-represented populations
3. The program must provide assistance in exposing participants to registered apprenticeship programs and provide direct assistance to participants applying to those programs.
4. Pre-apprenticeship programs agree to provide the Council with a list of program graduates at least once every six months indicating the names, addresses and other identifying information for program completers on a form designated by the Division.

## **PROVIDER AGREEMENT ADDENDUM**

*Sections of the standard **in bold** are specific to the individual Provider Agreement and may be modified by the sponsor by submitting a revised Provider Agreement for approval by the Oregon State Apprenticeship and Training Council. All other sections of the Provider Agreement are boilerplate and may only be modified by the Council.*

### **I. POPULATION SERVED:**

OAR 839-011-0335 specifies that pre-apprenticeship programs prepare under-represented, disadvantaged, or low-skill individuals to enter and succeed in a registered apprenticeship program. Please provide a brief statement describing how your program's mission aligns with this purpose:

**This program is designed to provide access to apprenticeship training for groups with low participation rates in pre-apprenticeship and apprenticeships programs, specifically, to increase diversity, equity, inclusion, and access in apprenticeship programs across the state. Targeting specifically the aforementioned populations of the Southern Oregon Coast, AYA will be servicing BIPOC, LMI, LGBTQIA+, and rural communities in Coos and Curry Counties primarily. Douglas County participants will be accepted but if present, are anticipated to comprise less than 5% of the total number of participants. AYA has Spanish-speaking staff, expanding the capacity to service English-as-a-Second Language (ESL) learners.**

### **II. OBJECTIVES, OUTCOMES, PARTICIPANT COMPETENCIES and BENCHMARKS**

OAR 839-011-0335(2)(c) states that pre-apprenticeship programs will provide the objectives, outcomes, and participant competencies upon completion and the benchmarks for success.

#### **Goals & Outcomes**

**10 participants in pre-apprenticeship programs minimum over two cohorts in, year one, a minimum of 11 participants in work placement programs by month twelve. Upon completion, participants will have a working understanding of photovoltaic systems, have fundamental understanding of construction related to PV systems and comprehension of general construction operations.**

**Participants will also receive CPR certification and certification in OSHA10. This program will also include classes related to work ethics, trade practices and terminology.**

**Participants will remain drug free, gain an understanding of safe use of industry tools, be equipped with the right skills and aptitudes for work readiness. Case managers will assist program participants as needed, including help with obtaining a GED/High school diploma, applying for a driver's license or ID, and preparing a work portfolio and resume.**

### **III. PRE-APPRENTICESHIP HANDS-ON TRAINING AND PROCESSES:**

OAR 839-011-0335(1)(d) specifies that Pre-Apprenticeship Programs provide hands-on training to individuals in a simulated lab experience or through volunteer opportunities, when possible, neither of which supplants a paid employee but accurately simulates the industry and occupational conditions of the partnering registered apprenticeship sponsor(s) while observing proper supervision and safety protocols.

Below is a condensed schedule of hands-on experience that pre-apprenticeship participants will be offered as conditions will permit.

<b><u>Hands-on Processes</u></b>	<b>Approximate hours</b>
Safety	<b>16</b>
Measuring and marking	<b>3</b>
Basic Building	<b>8</b>
General Electrical	<b>8</b>
Photovoltaic Electrical	<b>24</b>
Communication	<b>20</b>

**Approximate total hours of hands-on training = 79 hours**

#### IV. ACADEMIC STUDY:

Pre-apprenticeship programs shall provide the Council with an overview of the academic and manipulative portions of the program, including individual course descriptions, class hours and measurement tool(s) used to determine successful completion of classes. (See OAR 839-011-0335(2)(d))

The following is a summary of academic instruction including required class hours in each element of instruction.

<b>Course or Subject</b>	<b>Approximate Hours</b>
Safety	<b>12</b>
General Math	<b>8</b>
Measuring and marking	<b>1</b>
Introduction to Diagrams	<b>8</b>
Basic Building	<b>8</b>
General Electrical	<b>16</b>
Photovoltaic Electrical	<b>8</b>
Solar Water Heating	<b>4</b>
Communication	<b>12</b>

**Approximate total hours curriculum = 77 hours**

#### V. REGISTERED APPRENTICESHIP PARTNERSHIP:

Pre-apprenticeship programs shall provide a letter of approval from one or more registered apprenticeship committees stating that the pre-apprenticeship program will prepare individuals with the skills and competencies needed to meet the minimum entry requirements of the program and that upon completions, completing pre-apprentices will meet the minimum entry requirements, gain consideration, and are prepared for success in the program as a preferred applicant source. (OAR 839-011-

0335(1)(f))

Pre-apprenticeship programs shall provide facilitated entry or articulation with one or more registered apprenticeship programs and, where possible, have a formalized agreement with a registered apprenticeship program that enables individuals that have successfully completed the pre-apprenticeship program to enter directly into a registered apprenticeship program or be granted advanced credit/placement for competencies already acquired.

Below is a summary of the conditions of the registered apprenticeship partnership. Include the name of the committee(s), Master Agreement Number (MA #), describe the nature of the agreement:

Registered Apprenticeship Program	MA#	Description of Agreement
Renewable Energy JATC	1126	Participants completing the pre-apprenticeship program will receive 15 extra points toward entry into the RE-JATC program.

#### VI. COUNCIL RIGHT TO REVOKE:

Upon due notice and a reasonable opportunity to show cause, the council may revoke pre-apprenticeship program approval should it find that the program is not serving the intended purposes of the program in the best interest of registered apprenticeship.

#### IX. PRE-APPRENTICESHIP PROGRAM ADMINISTRATOR/COORDINATOR/MANAGER:

The program may designate an individual as the Administrator/Coordinator/Manager for the purposes of streamlining communication between the Council, the Division, registered apprenticeship programs, and the pre-apprenticeship program.

#### **PROGRAM CONTACT**

Scott Cooper  
[scottc@aya1.org](mailto:scottc@aya1.org)  
 541-888-2432

#### VII. ASSURANCES:

The Provider assures the following:

- Substantial changes in the program will be reported, in writing, to the Oregon State Apprenticeship and Training Council.
- The Provider understands that certification is an acknowledgement that the program:
  1. Meets the quality standards described in OAR 839-011-0335 Oregon Pre-Apprenticeship Programs, and
  2. Has a partnership with at least one Registered Apprenticeship program via letter of intent or Memorandum of Understanding, and
  3. Prepares the trainee with skills and competencies necessary to enter one or more apprenticeship programs.

Authorized Provider Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_