



NCWorks Commission

NCWorks Commission Policy Statement Number: CPS 04-2025

Date: August 13, 2025

Subject: Registered Apprenticeship Expenditure Requirement for Workforce Innovation and Opportunity Act Funding

From:

**Tom B. Rabon, Jr.
Chair, NCWorks Commissions**

Purpose:

The Workforce Innovation and Opportunity Act (WIOA) encourages collaboration between WIOA funding and apprenticeships to support job seekers and employers. This policy directs local Workforce Development Boards (WDBs) to spend 6% of their non-administrative WIOA Title I Adult and Youth funds annually on pre-apprenticeship and registered apprenticeship-related activities, beginning with Program Year 2025 funding. The 6% expenditure may be comprised of Adult funds, Youth funds, or a combination of both.

Background:

Registered Apprenticeship is an evidence-based model for job seekers and is a job-driven strategy for employers and industries. Engagement with employers, institutions of higher education, and policymakers provides an opportunity for the workforce system to expand its business base and offer job seekers greater employment prospects while offering employers a strategic approach to talent development.

Registered Apprenticeship Programs (RAPs) are an employer-driven, “earn while you learn” model that combines on-the-job training (OJT) / on-the-job learning with job-related instruction in curricula tied to the attainment of industry-recognized skills standards. The OJT is provided by the employer who hires the apprentice. The WIOA represents a tremendous opportunity to explore, expand, and emphasize the utilization of RAPs as a work-based learning option, as well as a workforce system talent development strategy. The WIOA funds may be used to support placing participants in the related instruction and OJT portions of the program, and/or used to provide supportive services to participants that help an individual succeed in an RAP.

RAPs provide an effective strategy to meet WIOA’s emphasis on providing services to out-of-school youth and increasing youth work experiences. For younger youth, pre-apprenticeship programs can serve as a gateway to RAPs, while providing contextual learning that can promote and enhance high school completion levels.

Action: Local Area WDBs and sub-recipients must adhere to the requirements provided in this CPS. The total 6% expenditure may be comprised of non-administrative WIOA Title I Adult funds, Youth funds, or a combination of both. Grantees have the flexibility to determine the appropriate funding sources to meet this expenditure threshold, provided that all expenditures are allowable and properly documented under the respective funding streams.

If, at the end of the program year, WDBs have not expended at least 6% of their non-administrative WIOA Title I Adult and Youth funds, on apprenticeship activities, then DWS has the authority to implement the processes and procedures in the Local Workforce Board Sanctions and Appeal Policy, which may be found on the North Carolina Department of Commerce website. Expenditure information must be reported in the Monthly Financial Report (MFR) in Workforce Information System Enterprise (WISE). The final WISE PY MFR, due in August each year, reflecting expenditures through June 30, will determine if WDBs have met the required expenditure rate.

Local policies should be reviewed and updated, as applicable, to establish guidelines and restrictions to support any pre-apprenticeship or registered apprenticeship- related activities.

Effective Date: Immediately

Expiration: Indefinite

Contact: Industry and Talent Development Unit

Attachment: Registered Apprenticeship/Pre-Apprenticeship Requirements and Guidelines