



MISSOURI CHAMBER  
FOUNDATION

# Employer Guide

to the  
**Industry Driven  
IT Apprenticeship  
Grant**



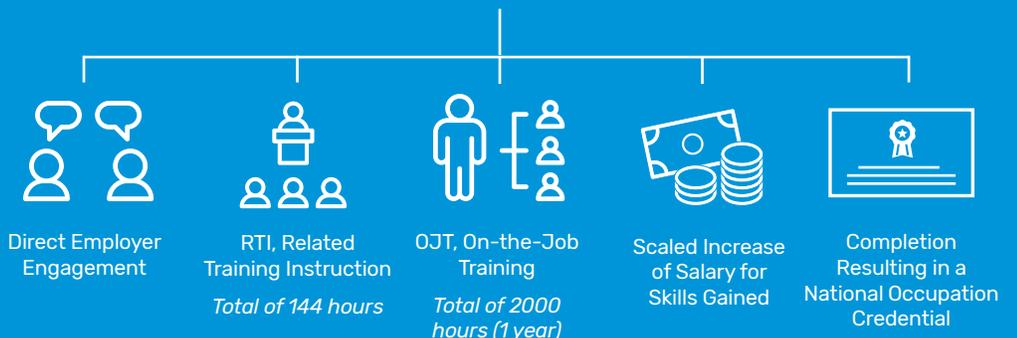
## What is the Industry Driven IT Apprenticeship Program?

In 2020, the Missouri Chamber Foundation received a \$6 million grant from the US Department of Labor to expand IT apprenticeship opportunities. Through the Industry Driven IT Apprenticeship Program, the Missouri Chamber Foundation provides support to IT companies setting up registered apprenticeship programs and gives an \$800–\$1,200 reimbursement per apprentice trained by the organization. The companies in the grant serve as mentors to each other and share best practices to improve their training and recruiting systems. Over the four years of the grant, the Missouri Chamber Foundation will help train more than 5,300 IT apprentices.

## What is a registered apprenticeship?

A registered apprenticeship is an industry-driven, high-quality training model that employers use to train their workforce. Apprentices obtain paid work experience, classroom instruction, mentorship, a portable credential and an employer connection that improves performance and retention. An apprenticeship registered with the US Department of Labor provides the added value of a nationally recognized credential that ensures program quality and improves recruitment. Registered apprenticeship programs also have access to a number of funding opportunities provided by state and federal governments.

### Five Key Components of a Registered Apprenticeship



# 10 Steps to Onboarding:

**1** The Missouri Chamber Foundation will provide technical assistance and share apprenticeship model templates to aid your company in program development.

[Appendix A Template](#)

[Appendix D Template](#)

[Standards Template](#)

**2** The Missouri Chamber Foundation will connect your company to the Department of Labor to finalize and approve your program as a registered apprenticeship and enable you to become a registered apprentice sponsor.

**3** Your company will recruit new talent and enroll apprentices through your organization's hiring process.

**4** Your company will register your apprentices with the US Department of Labor portal (RAPIDS) and in the Industry Driven IT Apprenticeship portal (AGS).

**5** **The fun part!** Your company will train, track, monitor and mentor new apprentices.

**6** Your company will update its information quarterly in the Industry Driven IT Apprenticeship portal with training milestones, credentials earned, raises and other data.

**7** Your company will meet with the Missouri Chamber Foundation quarterly to discuss program achievements, challenges and goals.

8

Once your company has met the reimbursement threshold for related technical training, you will submit reimbursement materials.

[Reimbursement Form](#)

9

The Missouri Chamber Foundation reimburses your company.

[Allowable Reimbursements Here](#)

10

Your apprentice completes the training program, receives certification from DOL and continues on with your company as a full-time employee.

## What you will receive from the Missouri Chamber Foundation?



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- Access to a team of dedicated professionals to guide you through the creation of your apprenticeship program.
- Reimbursement of \$800-\$1,200 per apprentice to offset related training expenses.
- Connection with a team of employers to share best practices to improve performance.
- Media and marketing platform to showcase your program.
- Resources and partnerships that will help you recruit diverse talent.

They're getting offered a great base salary, full benefits, career pathing and the ability to work among experts.

**The Missouri Chamber has been a great partner and we see it as a win-win.**

—  
Jessica Cassidy, Employer



## Current Employer Partners



## Contact

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