



#NAPAYA-12012020-01

**GRANT AMENDMENT  
No-Cost Extension**

Effective January 1, 2023, the following modifications shall be deemed incorporated into, and a part of, Agreement #NAPAYA-12012020-01 signed January 4, 2021, between the 'Grantor', New America Foundation ("NA" or "New America"), and the 'Grantee', Jefferson County Public Schools. All terms and conditions of the Agreement, attached for reference as EXHIBIT A, shall remain in effect, with the following modifications:

**PERFORMANCE PERIOD**

This grant agreement period is effectively extended from 12/31/2022 through 08/31/2024 (the "Term").

Grantee may use the remaining grant funds to support costs associated with the activities, deliverables and expectations described in the Agreement and attached revisions (see Exhibit B, attached hereto).

The undersigned duly authorized representative of the recipient acting for and on behalf of said organization, as the Grantee hereunder, has read, accepts, and agrees to comply with the terms of this Amendment with New America, and agrees to notify all related persons and agencies under the direction of the Recipient to comply with all of said terms.

\_\_\_\_\_ Date: \_\_\_\_\_

**Dr. Marty Pollio  
Superintendent  
Jefferson County Public Schools**

Approved by:  Date: 03/29/2023  
Barry Howard (Mar 29, 2023 16:24 EDT)

**Barry Howard  
Chief Financial and Administrative Officer**



## EXHIBIT B: AMENDED GRANT TERMS

### **GRANT DELIVERABLES**

In line with the activities undertaken to advance the grant objectives, under this Agreement, GRANTEE is expected to deliver the following:

#### **DELIVERABLE ONE: INTERIM PROGRESS REPORT (Due Sept 29, 2023)**

GRANTEE will submit to New America a brief, narrative report that includes a reflection on achievements and lessons learned and provides updates on any significant changes to the partnership's strategic plan and/or proposed grant goals/activities/measures. The report will also include an update on grant expenditures to date, including a brief narrative explanation of expenditures and of any variances from the proposed grant budget. GRANTEE will submit the report using a template to be provided by New America at least 45 days prior to the report due date.

#### **DELIVERABLE TWO: ANNUAL DATA SUBMISSION 1 (Due Sept 29, 2023)**

GRANTEE will submit a report of available partnership, pathway, and disaggregated participant data, consistent with a data reporting framework developed in partnership with New America. GRANTEE will submit the report using a template to be provided by New America at least 45 days prior to the report due date.

#### **DELIVERABLE THREE: FINAL PROGRESS REPORT (Due Sept 30, 2024)**

GRANTEE will submit to New America a brief, narrative report that includes a reflection on achievements and lessons learned and provides updates on any significant changes to the partnership's strategic plan or proposed grant goals/activities/measures. The report will also include an update on grant expenditures to date, including a brief narrative explanation of expenditures and of any variances from the proposed grant budget. GRANTEE will submit the report using a template to be provided by New America at least 45 days prior to the report due date.

#### **DELIVERABLE FOUR: ANNUAL DATA SUBMISSION 2 (Due Sept 30, 2024)**

GRANTEE will submit a report of available partnership, pathway, and disaggregated participant data, consistent with a data reporting framework developed in partnership with New America. GRANTEE will submit the report using a template to be provided by New America at least 45 days prior to the report due date.

All questions related to reporting can be submitted via email to PAYA's Managing Director, Sarah Oldmixon, at [oldmixon@newamerica.org](mailto:oldmixon@newamerica.org).

### **SCOPE OF WORK**

GRANTEE will work to advance the following goals:

Fully establish the Youth Apprenticeship System as a sustainable program under the Jefferson Community and Technical College (JCTC) umbrella utilizing grant funding from PAYA and Bloomberg Philanthropies to seed the program and scale it to a level where sufficient tuition dollars are generated to justify continued funding and staff support from JCTC.

The goals of the Youth Apprenticeship System are:



(1) Prepare students in our service region to enter into a high-demand, high-wage trade immediately upon graduation. This objective entails recruiting students who would not be eligible for merit-based scholarships and providing hands-on, work-based learning opportunities; tailored mentoring and guidance in an academic and professional setting; and a one-year, stackable credential early in their career or educational pathway.

(2) Establish apprentice-friendly frameworks at major employers across our service region. This objective entails expanding and deepening our research and outreach with area employers to identify staffing needs; educating human resources personnel about the benefits of hiring and mentoring youth; and developing incentives and oversight structures to expand work-based learning opportunities.

In pursuit of these goals, GRANTEE will conduct the following activities:

- Hiring staff: JCTC will leverage much of its staff's existing expertise in workforce training and development, mentoring, and outreach to ensure program implementation is smooth and efficient. Therefore, the following team will be drawn from the College's Workforce Solutions (WFS), dual credit programming, and its Department of Grants and Contracts: Project Manager, Secondary School Relationship Manager & Dual Credit Manager, Employer Relationship Managers, Youth Apprenticeship Curriculum Developer & Trainer, Success Coach, and Data Manager
- Assemble Steering Committee: The College will assemble an Internal Steering Committee to coordinate program implementation, particularly for employer and post-secondary school outreach. The Committee will meet at least once per month to ensure the scope of work, timeline, and related budget expenditures are followed, review project assessment data, and seek employer input.
- Student outreach and recruitment (contact 200 students): Focusing on Jefferson County Public Schools but also expanding to neighboring counties in Kentucky & Indiana.
- Employer outreach and recruitment (contact 50 employers): JCTC WFS' staff has so far conducted 68 interviews. In 2023, program administrators will focus on obtaining agreements from major employers who indicated they would be receptive to a Youth Apprenticeship (YA) program. As of the date of this proposal, the College has confirmed ten (10) Manufacturing employers, five (5) IT employers, four (4) healthcare employers, and eight (8) employers who fall outside of these categories. In Year 2, the College will expand this canvassing first, geographically, and second, substantively, in other sectors.
- Employer training: A Curriculum Developer and accompanying trainer will similarly be retained by JCTC to provide professional development to our employer partners. Program content will include two parts: procedural training for human resources professionals regarding hiring minors and mentoring strategies tailored to teach and



guide the workplace's youth.

- Provide ongoing support to students and employers: The College will pilot a mobile application to provide on-demand support to program participants and our employer partners. Day-to-day operations of the application will be managed by the JCTC Success Coach, including communicating with students with excessive absences or those who have otherwise fallen behind academically or on the job site. Monthly reports on attendance, engagement and program communications will be issued at each Steering Committee.
- Data collection and reports: Formative and summative data will be collected throughout program implementation. The JCTC Data Manager will track data from all sources and will create interim and final reports. Formative data such as survey results and focus group feedback will help us to better understand how the program as implemented is working or not working so that adjustments can be made as soon as possible. Summative data will be collected to inform us about progress made to meet program outcomes. We will also track descriptive data, including: 1) students enrolled disaggregated by career pathway and high school; 2) race/ethnicity, gender, and age; 3) retention (length of time in program); 4) credentials completed; and 5) number of participating employers for each career pathway and number of apprentices at each site.

GRANTEE and New America will use the following measures to assess progress towards the GRANTEE's goals over the course of the grant:

- 100 employers participating
- 100 youth placed in apprenticeships each academic year
- 75% Retention/Completion rate among placed apprentices
- Demographics of apprentices reflect the demographics of the Louisville MSA

