

WAKE WORKS

MEMORANDUM OF UNDERSTANDING

Between

Wake Technical Community College and Wake County Board of Commissioners

Purpose: The purpose of this memorandum of understanding (MOU) is to establish a collaborative relationship between Wake Tech Community College (WTCC) and Wake County Board of Commissioners in support of the Wake Works Apprenticeship Program which provides training for students in high-demand careers where industry-recognized credentials are essential.

I. As part of this collaboration, WTCC shall:

1. Partner with the Wake County Board of Commissioners to support mutually agreed upon pre-apprenticeships and registered apprenticeships with Wake County employers in the following career areas: Skilled Trades and Technicians (2020-21)
2. Serve as the sponsor organization for the registration of approved apprenticeship programs in both the private and public sectors.
3. Provide administrative support to Wake County employers in meeting US Department of Labor (USDOL) requirements for registered apprenticeships and ensure that each apprenticeship is approved by Apprenticeship NC and the USDOL.
4. Provide marketing for the Wake Works initiative, including the creation of a logo and a social media campaign.
5. Cover tuition, fees, books, tools, and uniforms for a diverse and equitable population of Wake County citizens following approval of this agreement with recipients to begin coursework at WTCC in the fall of 2020 or before.
6. Provide the related classroom instruction for apprenticeships supported through Wake Works.
7. Provide pre-apprenticeships to prepare students to compete for registered apprenticeships.
8. Manage all program requirements, including: employer recruitment, equitable student recruitment, enrollment, tuition, books, fees, tools, uniforms, instruction, and program assessment.
9. Award certificates of completion from Apprenticeship NC and the USDOL to students who satisfactorily complete their apprenticeship-related instruction and on-the-job training.
10. Facilitate an advisory board for Wake Works that includes community partners.

11. Partner with community partners to provide mutually agreed upon wrap-around services to awardees.
12. Collaborate with Wake Invests in Women to encourage participation by women.
13. Measure program success using key performance indicators: (1) Number of Wake County employers who offer apprenticeships, (2) Number and diversity of apprentices who successfully complete apprenticeships, (3) Number and diversity of pre-apprenticeships that lead to registered apprenticeships or other industry credentials.
14. Apply **up to** \$300,000 in carryover funds from FY 2019 to cover start-up and operating costs in FY 2020, including a marketing campaign.

II. As part of this collaboration, Wake County Board of Commissioners shall:

15. Provide **up to** \$500,000 to WTCC in FY 2021 to cover tuition, fees, books, tools, and uniforms required for 300+ Wake Works apprentices and pre-apprentices.
16. Provide operating and grant funds for Wake Works in subsequent years, as requested through the annual budgeting process and in accordance with program results.
17. Encourage Wake County Government employers to offer registered apprenticeships.
18. Convene Wake County Community Partners meetings on a quarterly basis to identify wrap around services for apprentices that need additional help.

III. Miscellaneous

19. The parties will perform their duties and are bound by this MOU for the initial term of one year from the date of full execution of this MOU by the Parties (the "Initial Term"), subject to renewal as set forth below.
20. At the end of the Initial Term, WTCC may exercise an option to renew the terms of this MOU for an additional year (the "First Renewal Term").
21. Should WTCC exercise its option to renew for the First Renewal Term, WTCC may exercise an additional option to renew the term of this MOU for a second renewal term of one year (for a total term of 3 years).
22. The successful implementation of this MOU is dependent upon the good faith efforts of all Parties. In case of a dispute, all Parties shall work diligently to resolve the matter. Any dispute not resolved within 60 calendar days after written notice of the dispute shall be cause for immediate termination of this MOU.

23. This MOU and the attachments thereto represent the entire agreement between the Parties.
24. Modification or extension of the terms of this MOU shall be made in writing and will be in force when signed by all parties.

Wake Technical Community College

Wake County Government

Dr. Scott Ralls, President

Greg Ford, Chair, County Commissioners

Date

Date