

Montana Teacher Registered Apprenticeship Grant Program

PRE-PROPOSAL INFORMATION SESSION



Montana Department of
LABOR & INDUSTRY

Welcome!

- **Facilitator Introductions**

- Montana Department of Labor and Industry (MTDLI)
- National Center for Grow Your Own (NCGYO)

- **Participants**

- Please place your name, role, and organization into the chat

AGENDA

Part 1: Grant Background and Highlights

Part 2: Application Walkthrough & Scoring
Scenarios

Part 3: Grant Timeline and Logistics

Part 4: Additional Q&A

Montana Teacher Registered Apprenticeship Grant Program

Part 1

Grant Background and Highlights

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Why Teacher Registered Apprenticeship?

According to the Montana Office of Public Instruction (MTOPI):

- Over **1,000** educators were needed for the 2023–2024 school year.
 - The demand for qualified educators is outpacing the supply produced by current preparation programs.
 - Emergency authorizations increased from 5 in 2014, to 90+ in 2019, and surged to **250+** in 2024.
- In 2024, **83%** of teacher vacancies occurred in rural schools, where recruitment and retention challenges are compounded by distance from educator preparation programs.

Apprenticeship as a Recruitment and Retention Strategy

- **60%** of teachers live within 20 miles of where they went to high school.
- Approximately **86%** of apprenticeship completers were still working for a Montana employer five years after completing their apprenticeship.
- Over one-third of teachers with student loans (**36.7%**) reported working multiple jobs due to their debt.
- Teachers pay an average of **\$342/month**, which exceeds the national average borrower payment (\$200–\$299).
- Structured, mentored on-the-job training improves both student learning and teacher retention. Apprenticeships apply this approach at scale, embedding teachers in classrooms from day one while combining coursework, coaching, and paid employment, often over multiple years.

Overview of Teacher Registered Apprenticeship in Montana

MTDLI seeks to accelerate the launch and scale of Teacher Registered Apprenticeship Programs (T-RAPs).

Invest in Homegrown Talent

- Expand the full continuum of the teacher pipeline – from pre-apprenticeship through licensure.
- Provide opportunities for rural and nontraditional candidates to enter the profession without incurring debt.
- Ensure homegrown talent remains in and serves their local communities.

Leverage Economies of Scale

- Bridge geographic barriers with flexible, hybrid learning models for apprentices in remote and rural regions.
- Expand access to in-state EPPs and reduce the cost burden on future teachers.

Ensure High-Quality Preparation

- Apprentices engage in on-the-job training under the guidance of a trained mentor.
- Supplemental coursework is customized to the school district's instructional priorities, increasing apprentice effectiveness from day one.

Montana Teacher Registered Apprenticeship Competitive Grant

Competitive grant for both in-state and out-of-state EPPs, who will partner with one or more Montana public school district(s) to design and administer Teacher Registered Apprenticeship Programs. The EPP is the lead applicant, but the proposal must be **designed collaboratively** with the district. Applicants are encouraged to establish partnerships between two-year colleges, including tribal colleges, and four-year institutions.

- MTDLI plans to award an estimated \$2 million this round of the grant program, in increments of **\$100,000 per proposal**.
- EPPs may submit only one (1) application, but are encouraged to apply for **multiple proposals** to meet the local needs of partnering school districts.

Table 1: EXAMPLE Program Proposal Summary Table

Program #	Program Option	Partners and Seats per Partner	Total Seats	Amount Requested
1	Program Option A (Bachelor's Degree & Licensure)	LEA A – 3 seats LEA B – 4 seats LEA C – 6 seats	13	\$100,000
2	Program Option A (Bachelor's Degree & Licensure)	LEA A – 4 seats LEA B – 5 seats LEA C – 4 seats LEA D – 2 seats	15	\$100,000
3	Program Option B (Licensure Only)	LEA A – 10 seats LEA B – 10 seats	20	\$97,850
...
TOTAL			<sum of all seats>	<total amount>

Montana Teacher Registered Apprenticeship Priorities and Competitive Preferences

MTDLI will prioritize proposals that offer 1-, 2-, and 3-year degree pathways into teaching, targeting candidates at different stages of educational attainment:

- Three-year programs for individuals without prior college credit;
- Two-year programs for paraprofessionals or candidates with approximately 60 college credits; and
- One-year post-baccalaureate programs for career changers holding non-education bachelor's degrees. (Note – only 20% of grant funds will be allocated to post-baccalaureate programs)

Competitive preference will be given to proposals that:

- Partner with rural and low-income LEAs;
- Offer pathways in critical shortage areas, such as Special Education; and
- Recruit local, homegrown candidates committed to teaching in their communities.

Montana Teacher Registered Apprenticeship Competitive Program Options

Program Option A: Bachelor's Degree and Licensure Pathway

- Structured pathways that results in a degree and licensure
- Each candidate must complete a minimum of one-year, full-time on-the-job training prior to program completion
- The apprentice must be eligible for Montana teacher licensure and employment as a teacher of record, no later than June 30, 2028

Program Option B: Post-Baccalaureate Licensure Pathway

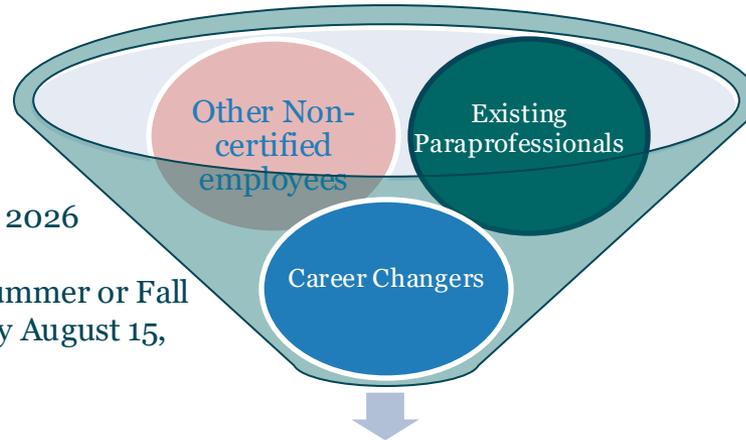
- For candidates who already possess a bachelor's degree
- Each candidate must complete a minimum of one-year, full-time on-the-job training prior to program completion
- The apprentice must be eligible for Montana teacher licensure and employment as a teacher of record, no later than June 30, 2028
- (Note – only 20% of grant funds will be allocated to post-baccalaureate programs)

Program Option A: Candidates may have some or no college credits, and must be able to complete the program by June 30, 2028

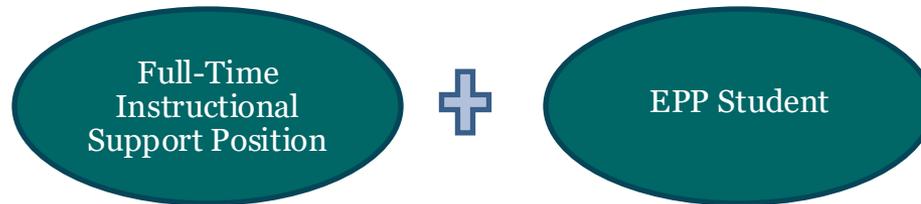
Program Option B: Candidates must have a Bachelor's degree, and must be able to complete the program by June 30, 2028

Recruitment:
Starting Spring/Summer 2026

Enrollment starting in Summer or Fall 2026, must be enrolled by August 15, 2026



**Participants Selected for
Montana Teacher Registered
Apprenticeship Program**



Graduation

By no later than June 30, 2028, eligible to serve as Teacher-of-Record in a Montana School

Montana Teacher Registered Apprenticeship Competitive Program Highlights

- Programs may begin any time after the official award date (projected: March 2026), but must have fully selected and enrolled teacher apprentices by no later than August 15, 2026.
- No more than 20% of total grant funding may be allocated to support post-baccalaureate program options. Applicants are strongly encouraged to limit requests accordingly.
- EPPs must allow partner LEAs and schools to purchase additional apprenticeship seats, beyond those initially proposed, at the same locked-in tuition rate included in the awarded proposal

Montana Teacher Registered Apprenticeship Competitive Program – District Responsibility

- Collaborate with EPP partners to design a “Grow Your Own” Teacher Registered Apprenticeship model that meets their local needs
- Sign partner letters of support as part of the competitive grant application process
- Identify and select prospective educators to complete the apprenticeship program
- Employ selected teacher apprentices in full-time, non-certified student-facing position (i.e., paraprofessional) while they complete their training and coursework
- Provide teacher apprentices with a mentor teacher
- Cooperate with EPP on selection and placement process, as well as data collection
- Partner with MTDLI to register the apprenticeship serving as the sponsor and employer

Montana Teacher Registered Apprenticeship Competitive Program – EPP Responsibility

- Submit the grant application
 - Working with university leadership to identify how many participants they can serve and what coursework they can offer within the given award amount and timeframe
 - Writing a competitive application that satisfies all MTDLI requirements
- Cover all out-of-pocket costs for candidates using awarded funds. This includes tuition, fees, textbooks, and one (1) issuance of all required certification assessments.
- Enroll eligible candidates that are recommended by their employers, so long as those candidates meet minimum admission requirements of the EPP
 - Work with employers to determine a mutually agreed upon deadline for recommendation and enrollment of candidates
- Collaborate with partnering districts to ensure candidate success and strengthen partnerships.
- Partner with MTDLI and partnering districts to register the apprenticeship program

Montana Teacher Registered Apprenticeship Grant Program

Part 2

Application Walkthrough & Scoring Scenarios

Application Requirements

Mandatory Requirements

To be eligible for consideration, an offeror *shall* meet all mandatory requirements noted herein. The State will determine whether an offeror's proposal complies with the requirements. Proposals that fail to meet any mandatory requirements listed in this RFP will be deemed nonresponsive.

Technical Requirements

The applicant must address all Technical Element items and provide, in sequence, the information requested. The evaluation team members will evaluate the responses and assign a score to each item using the rubric. See *Appendix B: Technical Response Rubric* for a detailed breakdown of how each Technical Response Item will be scored.

Mandatory Requirements

M1: Summary Table (Appendix A)

Table 1: EXAMPLE Program Proposal Summary Table

Program #	Program Option	Partners and Seats per Partner	Total Seats	Amount Requested
1	Program Option A (Bachelor's Degree & Certification)	LEA A – 3 seats LEA B – 4 seats LEA C – 6 seats	13	\$100,000
2	Program Option A (Bachelor's Degree & Certification)	LEA A – 4 seats LEA B – 5 seats LEA C – 4 seats LEA D – 2 seats	15	\$100,000
3	Program Option B(Post-Bacc. Certification)	LEA A – 10 seats LEA B – 10 seats	20	\$97,850
...
TOTAL			<sum of all seats>	<total amount>

Mandatory Requirements cont.

- M2: Contact Information
- M3: Unique Entity Identifier
- M4: Authorized Signatory
- M5: Partner Information
- M6: EPP Status Confirmation
- M7: Confirmation of Program Option Offerings
- M8: Partner Letter of Support
- M9: Program Timeline
- M10: No Cost to Participants
- M11: Indian Education for All Attestation
- M12: Registered Apprenticeship
- M13: Minimum Admissions Requirements
- M14: Coursework Delivery Format
- M15: References
- M16: Company Profile and Experience
- M17: Resumes

Technical Requirement 1: Cost per Participant

Up to 300 pts

Scoring Calculation Method:

Weighted Score = (Lowest Average Cost per Participant, across all proposals received/
Applicant's Average Cost per Participant) x (Highest possible score)

Example: Bachelor's degree + Licensure

Applicant	Lowest C/P across all proposals	Applicant C/P	Highest Possible score	Weight	Final Score

Technical Requirement 1: Cost per Participant

Up to 300 pts

Scoring Calculation Method:

Weighted Score = (Lowest Average Cost per Participant, across all proposals received/
Applicant's Average Cost per Participant) x (Highest possible score)

Example: Bachelor's degree + Licensure

Applicant 1 Proposal 1: \$20,000 per participant

Applicant 2 Proposal 1: \$15,000 per participant

Applicant 3 Proposal 1: \$17,000 per participant

Applicant	Lowest C/P across all proposals	Applicant C/P	Highest Possible Score	Final Score
1	\$15,000	\$20,000	300	
2	\$15,000	\$15,000	300	
3	\$15,000	\$17,000	300	



Technical Requirement 1: Cost per Participant

Up to 300 pts

Scoring Calculation Method:

Weighted Score = (Lowest Average Cost per Participant, across all proposals received/
Applicant's Average Cost per Participant) x (Highest possible score)

Example: Bachelor's degree + Licensure

Applicant 1 Proposal 1: \$20,000 per participant

Applicant 2 Proposal 1: \$15,000 per participant

Applicant 3 Proposal 1: \$17,000 per participant

Applicant	Lowest C/P across all proposals	Applicant C/P	Highest Possible Score	Final Score
1	\$15,000	\$20,000	300	225
2	\$15,000	\$15,000	300	300
3	\$15,000	\$17,000	300	265



Technical Requirement 2: Program Design

Up to 200 pts

Provide a description of the intended program design

Table 1: EXAMPLE Program Proposal Summary Table

Program #	Program Option	Partners and Seats per Partner	Total Seats	Amount Requested
1	Program Option A (Bachelor's Degree & Certification)	LEA A – 3 seats LEA B – 4 seats LEA C – 6 seats	13	\$100,000
2	Program Option A (Bachelor's Degree & Certification)	LEA A – 4 seats LEA B – 5 seats LEA C – 4 seats LEA D – 2 seats	15	\$100,000

Technical Requirement 3: Program Activities, Timeline, and Courses Up to 100 pts

1. Descriptions of how courses will be delivered (online, hybrid), and an outline of when courses will be offered (e.g. synchronous, asynchronous).
2. Course descriptions and full course schedule for the proposed Montana Teacher Registered Apprenticeship Grant Program, including number of credit hours for the degree.
3. A full program timeline, with a description of when all required program activities will occur.

Technical Requirement 4: On-the-Job Learning Model

Up to 50 pts

- How will participants gradually take on more instructional responsibility over the course of the grant?
- How will cooperating mentor teachers support their assigned teacher apprentice mentees?
- What evaluation process will be established to provide feedback to participants throughout the program?

Technical Requirement 5: Mentor Support

Up to 50 pts

- Recruitment
- Selection
- Training and Support
- Matching Process
- Workload and Role Management
- Compensation

Technical Requirement 6: EPP-LEA/School Partnership

Up to 50 pts

- Describe the roles of each partner
- Outline the apprentice recruitment, screening, and selection process
- Describe the extent of need and impact the proposed T-RAP will have.

Technical Requirement 7: Wraparound Supports

Up to 50 pts

- Academic
- Career
- Licensure

Technical Requirement 8: Budget and Budget Narrative Up to 200 pts

Submit a proposed budget (using the attached *Appendix A: Budget Template*), and an accompanying budget narrative.

01 - Salaries and Wages (list separately for each position)

Line item	Calculation	Requested	In-Kind	Total
Total for salaries & wages:				

02 - Contracted Services (list each item separately)

Line item	Calculation	Requested	In-Kind	Total
Total for contracted services:				

03 - Supplies and Materials (list each item separately)

Line item	Calculation	Requested	In-Kind	Total

Supplemental Points: Equal Pay for Montana Women

Up to 50 pts

Incentivize contractors who engage in best practices to promote wage transparency.

- (a) posting salary ranges in employment listings;
- (b) certifying that the contractor will not ask about wage history in employee interviews;
- (c) certifying that the contractor will not retaliate or discriminate against employees who discuss or disclose their wages in the workplace.

Offeror indicating it will comply with Executive Order No. 12-2016 will receive an additional 5% of the total points available. Offerors who do not comply will not receive the available points.

Technical Requirements Possible Points

Evaluated RFP Section	Possible Score
Technical Element #1 – Cost per Participant	300
Technical Element #2 – Program Design	200
Technical Element #3 – Program Activities, Timeline, Courses	100
Technical Element #4 – Details of On-the-Job Learning Model	50
Technical Element #5 – Mentor Support	50
Technical Element #6 – EPP-LEA Partnerships	50
Technical Element #7 – Wraparound Supports	50
Technical Element #8 - Budget and Budget Narrative	200
Equal Pay for Montana Women	+50 Bonus

Scenario 1:

EPP A has a strong relationship with three LEAs. From needs analysis surveys of each of the LEAs, the EPP knows that there are teacher shortages in Elementary Education. From discussions with HR leadership in each of the LEAs, the EPP knows there are many current paraprofessionals with associate's degrees (~60 credit hours), who have already demonstrated interest in becoming future Elementary teachers.

EPP A leverages Pell Grant funds to drive down costs to \$8,333 per candidate. The EPP has the capacity to run two cohorts of twelve participants each, with enrollment beginning in August 2026 with all programming completed by June 2028. Each LEA will be apportioned a maximum of 4 seats in each cohort. Both cohorts will pursue Elementary Education. Coursework will be delivered in online/hybrid modalities. The EPP submits one application, containing proposals for two cohort programs, and it will receive a combined total of \$200,000 if both program proposals result in award. EPP A will use 100% of budgeted funds towards candidate costs.

Application Scenario 1 EPP A

Proposal #1

- **Candidate Profile:** Paraprofessionals with associate's degree (~60 credit hours)
- **Partner LEAs:** 3 partner LEAs
- **Capacity:** 12 candidates total (\$8,333 per candidate)
- **Pathway:** Bachelor's degree + Licensure
- **Coursework Delivery:** Online/hybrid
- **Endorsement areas:** Elementary Education

Proposal #2

- **Candidate Profile:** Paraprofessionals with associate's degree (~60 credit hours)
- **Partner LEAs:** 3 partner LEAs
- **Capacity:** 12 candidates total (\$8,333 per candidate)
- **Pathway:** Bachelor's degree + Licensure
- **Coursework Delivery:** Online/hybrid
- **Endorsement areas:** Elementary Education

Scenario 2:

EPP B offers full teacher licensure (but not a degree) in secondary education for individuals who have a bachelor's degree in an area other than education. EPP B reaches out to 10 different LEAs who are willing to employ candidates as paraprofessionals once they enter the program. Those LEAs cast a wide-net for potential teacher apprentice candidates, primarily recruiting from parents and community members, and 5 of them are able to guarantee candidates for EPP B. In total, the EPP submits one application with 5 partner LEAs, 3 project proposals in total, for which it would receive \$300,000 if all awarded. Each LEA would be apportioned 1 guaranteed seat in each cohort. All programming will begin by August 15, 2026 and will be completed by June 30, 2028. EPP B will use a sizable chunk of funding to cover candidate costs, but some funding has been reserved for administrative costs as well.

Application Scenario 2 EPP B

Proposal #1

- **Candidate Profile:** Current paraprofessionals, school-based staff, and community members with bachelor's degree
- **Partner LEAs:** 5 partner LEAs
- **Capacity:** 5 candidates total (\$10,000 per candidate)
- **Pathway:** Licensure Only
- **Coursework Delivery:** Online

Proposal #2

- **Candidate Profile:** Current paraprofessionals, school-based staff, and community members with bachelor's degree
- **Partner LEAs:** 5 partner LEAs
- **Capacity:** 5 candidates total (\$10,000 per candidate)
- **Pathway:** Licensure Only
- **Coursework Delivery:** Online

Proposal #3

- **Candidate Profile:** Current paraprofessionals, school-based staff, and community members with bachelor's degree
- **Partner LEAs:** 5 partner LEAs
- **Capacity:** 5 candidates total (\$10,000 per candidate)
- **Pathway:** Licensure Only
- **Coursework Delivery:** Online

Scenario 3:

EPP C has an innovative online Bachelor's degree + licensure program and a post-Bach licensure-only program that allows it to reach anyone in Montana. It advertises this program to all Montana LEAs and develops partnerships with 7 of them. In total, the EPP submits five project proposals within its single application, for which it would receive \$500,000 if all awarded. All programming will begin by August 15, 2026 and will be completed by June 30, 2028. EPP C plans to allocate 100% of its requested funding to cover candidate costs.

Proposal #1

- **Candidate Profile:**
Career-changing professionals with bachelor's degree
Partner LEAs: 7 LEAs across the state
- **Capacity:** 15 candidates total (\$6,667 per candidate)
- **Pathway:** Licensure Only
- **Coursework Delivery:** Online

Proposal #2

- **Candidate Profile:**
Career-changing professionals with bachelor's degree
Partner LEAs: 7 LEAs across the state
- **Capacity:** 15 candidates total (\$6,667 per candidate)
- **Pathway:** Licensure Only
- **Coursework Delivery:** Online

Proposal #3

- **Candidate Profile:**
Career-changing professionals with bachelor's degree
Partner LEAs: 7 LEAs across the state
- **Capacity:** 5 candidates total (\$20,000 per candidate)
- **Pathway:** Bachelor's degree + Licensure
- **Coursework Delivery:** Online

Proposal #4

- **Candidate Profile:**
Career-changing professionals with bachelor's degree
Partner LEAs: 7 LEAs across the state
- **Capacity:** 5 candidates total (\$20,000 per candidate)
- **Pathway:** Bachelor's degree + Licensure
- **Coursework Delivery:** Online

Proposal #5

- **Candidate Profile:**
Career-changing professionals with bachelor's degree
Partner LEAs: 7 LEAs across the state
- **Capacity:** 55 candidates total (\$20,000 per candidate)
- **Pathway:** Bachelor's degree + Licensure
- **Coursework Delivery:** Online



Scoring Scenarios: Bachelor's + Licensure

EPP	Program Option	Proposal	C/P	C/P Score	Program Design	Program Activities, Timeline, Courses	On-the-job Training	Mentor Support	EPP-LEA	Wrap-around Supports	Budget	Equal Pay for MT Women	Total	
A	A	1	\$8,333	300	200	90	50	50	50	50	200	50	1040	Low Cost/High Quality
A	A	2	\$8,333	300	100	60	30	30	30	30	100	50	730	Low Cost/Low Quality
C	A	3	\$20,000	125	200	90	50	50	50	50	200	50	865	High Cost/High Quality
C	A	4	\$20,000	125	150	60	30	30	30	30	150	50	655	High Cost/Moderate Quality
C	A	5	\$20,000	125	100	40	20	20	20	20	100	50	495	High Cost/Low Quality

Scoring Scenarios: Licensure Only

EPP	Program Option	Proposal	C/P	C/P Score	Program Design	Program Activities, Timeline, Courses	On-the-job Training	Mentor Support	EPP-LEA	Wrap-around Supports	Budget	Equal Pay for MT Women	Total	
B	B	1	\$10,000	200	100	40	20	20	20	20	100	50	570	High Cost/Low Quality
B	B	2	\$10,000	200	150	60	30	30	30	30	150	50	730	High Cost/Moderate Quality
B	B	3	\$10,000	200	200	90	50	50	50	50	200	50	940	High Cost/High Quality
C	B	1	\$6,667	300	100	60	30	30	30	30	100	50	730	Low Cost/Moderate Quality
C	B	2	\$6,667	300	200	90	50	50	50	50	200	50	1040	Low Cost/High Quality

Montana Teacher Registered Apprenticeship Grant Program

Part 3

Grant Timeline and Submission Logistics



Montana Teacher Registered Apprenticeship Competitive Program – Timeline

EVENT	DATE
Pre-Proposal Conferences	January 12, 2026 January 13, 2026 January 21, 2026 February 3, 2026
Deadline for Receipt of Written Questions	February 13, 2026
Deadline for Posting Written Responses to the State's Website	February 20, 2026
RFP Response Due Date	March 9, 2026
Intended Date for Contract Award*	April 1, 2026

*The dates above identified by an asterisk are included for planning purposes. These dates are subject to change.

Montana Teacher Registered Apprenticeship Competitive Program – Submission

The Montana Department of Labor & Industry (MTDLI) will comply with all applicable Montana procurement laws, administrative rules, policies, and Executive Orders throughout the administration of this grant program.

- All proposals must be delivered through eMACS. It is the vendor's responsibility to ensure that the proposal is submitted correctly through eMACS prior to the opening time and date specified.
- Late bids will be rejected regardless of the degree of lateness or the reason for the delay, including causes beyond the control of the vendor. The use of company bid forms containing terms and conditions in conflict with those listed in the bid document are not acceptable.
- All submitted proposals become the property of the Department. Proposals must be firm for thirty days, unless otherwise provided for in the RFP.



Montana Teacher Registered Apprenticeship Grant Program

Questions

Montana Teacher Registered Apprenticeship Grant Program

Thank you!