WIA Wireless Infrastructure Association

TELECOMMUNICATION APPRENTICESHIP INCENTIVE FUND

APPRENTICES BUILD THE FUTURE



FREQUENTLY ASKED QUESTIONS (FAQ)

This FAQ provides prospective and participating Sponsors with a concise overview of eligibility, incentive milestones, application requirements, onboarding, payment requests, and Sponsor responsibilities under the Telecommunication Apprenticeship Incentive Fund administered by WIA.

WHAT IS THE TELECOMMUNICATION APPRENTICESHIP INCENTIVE FUND?

- The Wireless Infrastructure Association (WIA) administers the Telecommunication Apprenticeship Incentive Fund supporting measurable Registered Apprenticeship growth and verified apprentice outcomes in eligible telecommunications occupations which include fiber, broadband, and digital infrastructure.
- The program uses outcome-based incentive payments tied to verified retention, completion of Related Technical Instruction (RTI), and Registered Apprenticeship program completion.
- The period of performance is July 1, 2026, through June 30, 2030.
- The total federal award is $29,999,142, with a potential incentive of up to $6,000 per qualifying apprentice, subject to verification, program requirements, and available funding.

Earn up to $6,000 per Apprentice

Eligible Registered Apprenticeship sponsors may receive incentive payments for each qualifying apprentice who reaches three verified milestones.

Milestone 1 90-Day Retention	Milestone 2 Related Training Completion	Milestone 3 Program Completion
$1,500	$2,500	$2,000

Maximum incentive: $6,000 per qualifying apprentice

- Each payment is contingent on WIA verification and approval of the Sponsor, apprentice registration, occupation, applicable milestone, SGT status, required supporting records, prior-payment/ duplicate-payment review, and available funding.

WHO MAY APPLY?

- Individual Registered Apprenticeship Program Sponsors (i.e., apprenticeship programs operated by one business/employer) or Group Sponsors (i.e., apprenticeship programs operated by groups of employers, unions, industry intermediaries, trade associations, etc.) in good standing.
- Sponsors Registered with the U.S. Department of Labor (DOL) Office of Apprenticeship (OA) or Sponsors Registered with a State Apprenticeship Agency (SAA).
- Participation in WIA's DOL registered apprenticeship program, TIRAP (Telecommunications Industry Registered Apprenticeship Program) is not required to apply for incentive funding.

VISIT OUR APPLICATION PAGE TO GET STARTED

Application Page Link

Federal funding disclosure: The total cost of the Telecommunication Pay for Performance Incentive Payments Program is $29,999,142. $29,999,142 (100%) is funded through a U.S. Department of Labor Employment and Training Administration grant.

WHAT IS REQUIRED OF PARTICIPATING SPONSORS?

- Maintain a Registered Apprenticeship program in good standing and provide accurate Sponsor, program, location, and occupation information.
- Group Sponsors with multiple employers download, complete, and upload a Group Sponsor Spreadsheet with information about each employer proposed to participate.
- Complete WIA's application and eligibility-review process. If found eligible, complete onboarding and execute the required Sponsor Letter of Commitment.
- All incentive fund models maintain an eligible occupations list at launch; however, these lists are not final; DOL will consider additional occupations for inclusion once the five new models have been operational for several months. Sponsors may request occupations not on the eligible occupations list and provide justification for consideration. View the approved occupation list on the application page.
- Use WIA-approved systems and processes for application materials, apprentice and milestone tracking, secure document exchange, and payment requests.
- Maintain accurate records and support WIA verification of Sponsor eligibility, apprentice eligibility, approved occupations, milestone completion, Substantial Growth Threshold (SGT) status, prior payments, and duplicate-payment risk.
- Disclose other incentive funding and certify that the Sponsor will not knowingly seek or accept duplicate payment for the same apprentice, milestone, cost, or outcome.

WHEN AND HOW MAY A SPONSOR APPLY?

- A Sponsor begins by submitting an application through WIA's Program application page.
- The application requests Sponsor and program information, including proposed occupation(s) from the approved occupation list and estimated apprentice registrations.
- The initial application does not require apprentice-level RAPIDS Apprentice IDs.

Occupation List

The Telecommunication Apprenticeship Incentive Fund supports Registered Apprenticeship programs in eligible occupations within the telecommunications industry, which includes fiber, broadband, and digital infrastructure such as:

- Wireless & Tower Infrastructure
- Broadband & Fiber Infrastructure
- Data Centers & Digital Infrastructure
- Network Operations & Maintenance
- Central Office & Network Installation
- In-Building Connectivity
- Telecommunications Utility Construction
- Outside Plant Infrastructure

Sponsors that do not see their occupation(s) on the Occupations List are encouraged to explore if the occupation(s) may be eligible under other active U.S. Department of Labor incentive funds.

HOW WILL WIA DETERMINE APPLICATION ELIGIBILITY?

- WIA reviews the application for completeness and consistency.
- Eligibility verification includes: Sponsor's Registered Apprenticeship Program registration status, program standing, program number, locations, and proposed occupations are verified on the approved occupation list. If you are a Sponsor registered in a state that does not use the federal RAPIDS database, there may be a delay in payments as additional information may be required.
- The Sponsor will receive e-mail notification of eligibility status.
- An Eligible determination allows the Sponsor to advance to onboarding, but it does not approve any incentive payment.

WHAT HAPPENS AFTER A SPONSOR IS FOUND ELIGIBLE?

- The Sponsor completes onboarding, including submission of the Sponsor Letter of Commitment
- Financial account information (W-9 and ACH form) and finance/ accounting contact information is requested to create a direct deposit payment account to support funding payments.
- WIA establishes the Sponsor in ShareFile for secure file sharing and provides applicable access and training.
- The Sponsor registers apprentices and maintains current registration, training and milestone records.



GROW YOUR PROGRAM ABOVE THE SUBSTANTIAL GROWTH THRESHOLD (SGT)

- The SGT is the enrollment threshold a Registered Apprenticeship Sponsor must exceed before apprentices may be counted as eligible for incentive payments.
- WIA will use the SGT provided by DOL/OA.
- Sponsor application eligibility does not by itself establish payment eligibility.

WHAT IS THE PAYMENT REQUEST AND VERIFICATION PROCESS?

- The Sponsor submits the approved payment-request cover sheet and the applicable apprentice-level milestone verification.
- WIA verifies the Sponsor's active apprentice registration count and SGT status, apprentice enrollment and eligibility, approved occupation, milestone evidence, prior payments, and duplicate-payment risk.
- Payment preparation, verification, authorization, execution, and reconciliation are separated through WIA's internal controls.
- After approval and payment issuance, WIA provides a remittance notice to the Sponsor's designated payment contact.

WHAT RECORDKEEPING AND DATA-PROTECTION RESPONSIBILITIES APPLY?

- Apply through Application Page. After eligibility approval, use secure onboarding file sharing system.
- With secure file sharing system, Sponsors must protect apprentice, employee, banking, and payment information.
- Maintain apprentice and milestone records.
- Sensitive information should not be sent through unapproved or unsecured channels.
- Sponsors must cooperate with authorized verification, monitoring, audit, evaluation, reporting, and corrective-action activities.

MAY A SPONSOR CHALLENGE A DECISION?

- WIA provides a process for reviewing final adverse determinations, including application or eligibility denials, milestone-payment denials, SGT determinations or calculations, payment amounts, and documented factual or procedural errors.
- The decision notice will identify the available correction, reconsideration, or appeal process and the secure submission channel.
- Appeal procedures and deadlines remain subject to final DOL/OA-approved program terms.