Hampton Roads Regional Apprenticeship Hub Employer Incentive

Frequently Asked Questions (FAQs)

April 13, 2026

1. **How are these incentives funded and what is the purpose?**
   -The Hampton Roads Workforce Council received a $6 million grant grant from the United Stated Department of Labor in 2024 to expand and develop apprenticeship pathways in Hampton Roads.

   This employer/sponsor incentive aims to help offset the initial financial risks and resource investments involved in developing a highly skilled, specialized workforce. New and existing Registered Apprenticeship Programs (RAPs) will receive direct financial support to cover expenses related to technical training, mentorship, and onboarding activities. This support allows organizations to implement and sustain a "grow-your-own" and "earn-while-you-learn" talent strategy through Registered Apprenticeships.

2. **How much funding is available per employer/sponsor, and what expenses are eligible.**
   -Up to **$30,000** is available per employer/sponsor.

   Eligible Expenses:
   -Registration of Apprenticeship Program
   -Train the Trainer Costs
   -Curricula Development Costs
   -Classroom Education and/or Online Training
   -Training Supplies for Apprentices

The Hampton Roads Regional Apprenticeship Hub was established using a $6 million Apprenticeship Building America Grant awarded by the United States Department of Labor, Employment and Training Administration. The Hampton Roads Regional Apprenticeship Hub, led by the Hampton Roads Workforce Council, is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. VA Relay 711.

*Refer to employer incentive application regarding detailed explanation of eligible activities and funding caps per activity.

Ineligible Expenses/Activities:

-Training began before incentive agreement execution and/or approval
-Using funds to offset current training costs - without expanding training capacity by way of a registered apprenticeship program.
-Using funds for wrap-around support (transportation, housing, childcare, etc.)
-General education not related to specific on-the-job skill(s)
-Training unrelated to specific job or skill needs
-General onboarding or orientation without defined skill progression and/or outcomes
-Mandatory compliance training without additional skill advancement
-Continuing education unrelated to job performance
-Training primarily for networking or professional association participation
-Construction or purchase of facilities or buildings
-Business relocation expenses
-Lobbying
-Research and Development (R&D)

3. **Is there a deadline to apply for incentive funding?**
   -Applications are accepted on a rolling basis, until all funds are expended.

4. **Are there any restrictions on business or cohort size?**
   -No, in fact we encourage businesses/sponsors and RAP cohorts of all sizes to apply.

5. **Are there any restrictions on where the business/sponsor is located?**
   -Employers/Sponsors operating in the Hampton Roads region of Southeastern Virginia, including the following localities: the cities of Chesapeake, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, and Williamsburg; and the counties of Isle of Wight, James City, Southampton, York, and Eastern Shore.

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6. **What is the process for applying for incentive funds?**
   -An employer/sponsor will fill out an employer incentive application. Once the application is submitted, the Hampton Roads Workforce Council will review the application and notify the applicant of a decision within two weeks.

   -If an application is **denied,** the applicant will be formally notified with explanation, and if the applicant is eligible to reapply.

   -If an application is **approved,** the applicant will be formally notified- and receive the employer incentive agreement and other supporting documents necessary for invoicing.

7. **How long will it take to receive payment?**
   -Payment may take up to **45 days** after the Hampton Roads Workforce Council has received the appropriate documentation to process the reimbursement request.

If you would like to be notified when additional pathways are eligible for incentive funding, or have additional questions- email:
apprenticeshiphub@theworkforcecouncil.org

Please allow 3-5 business days for a response.

HAMPTONROADS
WORKFORCECOUNCIL
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