

# RTAP GEM\$ Planning Grant Walkthrough

Application and Planning Overview

# Session Agenda

 Welcome and purpose of the GEM\$ planning grant

 Overview of RTAP and planning-year expectations

 Walkthrough of application sections

 Budget and use of funds

 Timeline and submission tips

# Welcome and Introductions



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# RTAP Overview and Planning Year

- Registered Teacher Apprenticeship Program is an initial licensure pathway
- Combines paid, job-embedded learning with coursework and mentoring
- Designed to address teacher shortages and diversify the workforce
- **Planning year focuses on design, readiness, and partnership development (approx. \$25,000 awards)**

# Purpose of the RTAP Planning Grant



Support aspiring RTAP LEAs in designing a high-quality RTAP model



Provide time and resources for needs assessment and planning



Build strong LEA, union, and EPP partnerships



Prepare LEAs to submit a full RTAP application

# Who Is the RTAP Planning Grant For?

## Eligible Applicants

- Districts, schools, and collaboratives not currently implementing an RTAP
- Aspiring RTAP LEAs needing time to assess readiness, design a program, and build partnerships

## Not the Purpose of the Planning Grant

- Not intended for districts already implementing an RTAP
- Cohort 1 districts planning to add a licensure area should use their RTAP implementation grant budget

# Application Walkthrough

# Application Section 1: District Context, Need, and Readiness



Describe staffing challenges and high-need licensure areas



Explain impact on students, schools, and community



Use vacancy, turnover, or licensure data where possible



Explain why RTAP is a promising strategy for your district

# Application Section 2: Priority Licensure Areas



Identify licensure areas the district is considering for RTAP (SPED, ESL, Secondary STEM, Early Childhood)



Explain why these areas are priorities



Describe potential candidate pools such as paraprofessionals or career-changers



Licensure selections are exploratory during planning year

# Application Section 3: Planning Team and Stakeholder Engagement



Identify district leaders and staff involved in planning



Describe engagement with unions and school committee



Explain how mentors and potential apprentices will provide input



Emphasize collaboration and shared decision-making

# Application Section 4: Planning Activities and Milestones



Needs assessment and workforce analysis



Program design and supervision planning



Partnership development and MOU drafting



Tracking progress and deliverables throughout the year

# Application Section 5: Equity, Access, and Support Commitments



Center equity and access in all planning decisions



Use Culturally & Linguistically Sustaining Instructional Practices and DESE Model Evaluation Rubrics to guide design



Identify barriers such as cost, scheduling, or transportation

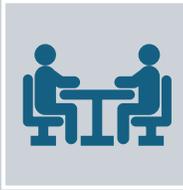


Plan strategies to foster belonging and apprentice support

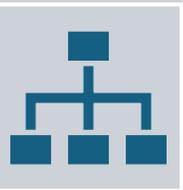
# Application Section 6: Budget and Use of Funds



Funds support planning, not program implementation



Staff time, facilitation, and partnership coordination



Design work related to supervision and program structure



RTAP application development and sustainability planning

# Application Section 7: Sustainability Vision



Describe how RTAP may become part of long-term workforce strategy



Identify potential funding sources and district structures



Consider partnerships with EPPs and labor



Vision should be high-level and forward-looking

# Timeline and Logistics

# Planning Grant Timeline



Planning year runs during the 2026–2027 school year



Focus is design and readiness, not apprentice launch



Full RTAP application submitted in Spring 2027



Implementation occurs after Full RTAP application approval

# FY27 RTAP Planning Grant Overview

Grant: Registered Teacher Apprenticeship Program (RTAP) Planning Grant (FC221P)

Award: Up to \$25,000 per LEA or coalition

Grant Opens: January 30

Due Date: March 20

DESE review occurs within 30 days of submission

Period: July 1, 2026 – June 30, 2027

Purpose: Support planning and design for RTAP implementation (no apprentices launched)

Apply through GEM\$: <https://mass.egrantsmanagement.com>

Submission is complete only after Superintendent approval; confirm grant roles early

# Looking Ahead: Planning Year vs. Implementation Year

## Planning Year (Design and Readiness)

- The planning year is focused on building the RTAP.
- LEAs use this time to design the program, build partnerships, and prepare for launch. There is no expectation that apprentices are hired or launched during this year.

## During the Planning Year, LEAs focus on:

- Program design and licensure planning
- Partnership development with EPPs and other partners
- Readiness and internal planning activities
- Submitting the RTAP application for approval

## Implementation Year (Launch and Operation)

- After the RTAP application is approved and implementation funding is awarded, LEAs may move into implementation.

## During Implementation, LEAs may:

- Hire and onboard apprentices
- Begin on-the-job learning and related instruction
- Operate the RTAP program

# Strong Application Tips

## Be

Be clear, specific,  
and realistic

## Focus on

Focus on  
readiness and  
planning, not final  
answers

## Align

Align relevant  
data (hiring,  
staffing, retention  
data) with  
proposal

## Use

Use district  
context and  
needs to guide  
decisions

# For More Information...

Learn more about the Registered Teacher Apprenticeship Program (RTAP)

- Visit the RTAP webpage: **MA's Registered Teacher Apprenticeship Program (RTAP) - Center for Strategic Initiatives**
- Questions or follow-up support: **educatorapprenticeships@mass.gov**
- Additional resources and updates will be posted on the webpage as they become available

# Next Steps



Review application materials and FAQs



Prepare for GEM\$ submission deadline

# Frequently Asked Questions

Can two or more LEAs apply together?

Yes. Two or more LEAs may apply as a coalition. One LEA must serve as the lead applicant and submit the application in GEM\$ on behalf of the group.

Can approved special education schools apply?

Yes. Approved special education schools are eligible to apply, either independently or as part of a coalition.

Can Cohort 1 LEAs apply for the planning grant?

No. The planning grant is only for LEAs that are not currently implementing an RTAP.

Can Cohort 1 LEAs apply for other RTAP funding?

Yes. Cohort 1 LEAs may apply for the FC221-I targeted implementation grant.

Does a planning grant guarantee implementation funding?

No. Receiving a planning grant does not guarantee future implementation funding. A separate application is required.

**Thank you!**