

# Frequently asked questions for the Mental Health Training for Apprentices in the Building and Construction Trades Industry Grant request for proposals (RFP)

**Updated May 4, 2026**

## **What is the goal of the Mental Health Training for Apprentices in the Building and Construction Trades Industry Grant?**

The purpose of this grant is to support registered apprenticeship programs in the building and construction trades industry in developing initiatives that improve mental health outcomes for apprentices and journey workers through informed, need-based, and industry-specific strategies.

This grant is fully funded through a \$4.7 million State Apprenticeship Expansion Formula Grant (Award # 24A60AP000057) that DLI received from the U.S. Department of Labor/Employment and Training Administration.

## **Who can apply for the Mental Health Training for Construction and Trades Programs Grant?**

Applicants must meet the minimum requirements in order to be considered for this grant opportunity. If an application does not fully meet these requirements it will not be further reviewed.

An eligible applicant must be a registered apprenticeship program in the building and construction trades industry in Minnesota that can demonstrate the ability to implement programming to support mental health among apprentices and journey workers in the building and construction trades industry. Eligible applicants must be organizations that are registered and in good standing with the Internal Revenue Service and Minnesota Secretary of State.

In addition, to be eligible for funding, applicants must:

1. Meet the application deadline;
2. Submit a complete application with supporting documents as appropriate;
3. Serve the focus population listed for this grant program; and
4. Meet all eligibility requirements outlined in this RFP.

## **Who is the grant funding meant to benefit?**

Apprentices and journey workers in the building and construction trades industry in Minnesota

## **What is the period of performance?**

July 1, 2026, or the date the contract is fully executed, whichever occurs later, through June 30, 2027. There is no option for an extension beyond June 30, 2027.

## What are indirect costs?

Indirect costs are costs incurred for a common/shared purpose, benefiting more than one objective for the grantee. The costs are not easily assignable to a specific objective. Indirect cost examples include salaries for executive director, front desk receptionist, square footage of space occupied by indirect staff or general office supplies available to all employees.

A grantee may use one of two methods to calculate and seek indirect reimbursement for the grant.

- Your organization's established federal indirect cost rate. You will be asked to submit your Negotiated Indirect Cost Rate Agreement showing your approved federal rate.
- If your organization does not have a current negotiated indirect rate, you may use the 15% "de minimis rate." The de minimis rate of 15% is applied to your modified total direct costs.

## What is the process for getting grant funding?

Apply before the submission deadline. After the application period ends, all eligible applications will be reviewed. After the review, awards will be made by DLI's commissioner and awardees will be notified. Prior to any grant spending, a fully executed contract will need to be signed.

## What is SWIFT?

Prior to a contract, the grant awardee will need to register in Minnesota's Statewide Integrated Financial Tools (SWIFT) system for accounting purposes. That can be done before grant awards are made. You can find more information on the [SWIFT website](#). Visit the [SWIFT help desk](#) if you have additional questions.

SWIFT is Minnesota's financial management system used for accounting, procurement, vendor payments and budgeting. All organizations receiving payments from the state of Minnesota must be registered in SWIFT as a supplier. SWIFT is Minnesota's financial system used to process vendor payments. **To receive payment, you must create a supplier account in the Supplier Portal.**

[Register or verify your supplier account.](#)

As a sub-awardee on this grant, you only need to register as a supplier in SWIFT — you do not need to complete additional state procurement registration steps. The information required for supplier registration is minimal, including:

- Legal business name
- Tax Identification Number (TIN or SSN)
- Contact information
- Banking details for ACH payments

For guidance, see the SWIFT Supplier Portal Help or contact the Vendor Help Desk at:

- Email: [vendorhelp.mmb@state.mn.us](mailto:vendorhelp.mmb@state.mn.us)
- Phone: 651-201-8100 (option 1)

## Open licensing requirements

Any new course planning and curriculum developed with grant funds needs to be broadly shared, see below Creative Commons Attribution 4.0 definition:

“Intellectual property developed under this contract must be licensed under a Creative Commons Attribution 4.0 (CC BY 4.0) license, which allows subsequent users to copy, distribute, transmit, and adapt the copyrighted work and requires such users to attribute the work.”

## What is the Unique Entity Identifier (UEI) number?

All organizations applying for federal funding must have a Unique Entity Identifier (UEI). A UEI is a unique twelve-character ID number that is used to track how the federal grant is allocated. [Register for or verify a UEI number](#). As a sub-awardee on this grant you only need to get a UEI and not register in SAM.gov (no entity registration required). The information required for getting a UEI ID without registration is minimal, see [GSAFSD Tier 0 Knowledge Base - What's the difference between only getting a Unique Entity ID \(UEI\) and registering your entity?](#).

## What is Apprenticeship Minnesota?

Apprenticeship Minnesota [helps](#) employers develop and register apprenticeship programs and promote workforce diversity through outreach and education. Employers design their own RAP that provides apprentices with specific skills, training and job-related instruction tailored to the company's needs.

## What is registered apprenticeship?

Registered apprenticeship is a successful and innovative employee training model that can be designed to meet employers' needs to recruit, train and retain 21st century talent. From day one, an apprentice earns, learns and works for their employers as they receive structured on-the-job (OJT) training and related classroom instruction. RAPs help businesses develop highly skilled and motivated employees, reduce turnover rates, increase worker productivity and lower the cost of recruitment.