



## AGENDA ACTION FORM

### **Consideration of a Resolution to Apply for and Receive An Apprenticeship Training Grant from First Tennessee Development District**

To: Board of Mayor and Aldermen  
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-298-2025  
Work Session: November 3, 2025  
First Reading: N/A

Final Adoption: November 4, 2025  
Staff Work By: Tyra Copas  
Presentation By: Tyra Copa

---

#### **Strategic Focus Area: 4. Safe & Welcoming Community**

---

#### **Recommendation:**

Approve the Resolution

#### **Executive Summary:**

If approved the City will apply for and receive reimbursement for apprenticeship training cost and/or wages via an Apprenticeship Training Grant from First Tennessee Development District (FTDD).

In 2023, the Police Department established two registered Apprenticeship Programs with the State of Tennessee: **Police Officer** and **Emergency Dispatch Specialist**. These programs require participants to meet competency standards through both a structured training curriculum and hands-on field experience before they can complete the program and work independently.

The **First Tennessee Development District (FTDD)** recently opened its **2025–2026 Apprenticeship Training Grant**, which supports training and on-the-job learning for first- and second-year apprentices. The program reimburses employers for eligible training expenses. The City has successfully received this grant for the past two years, resulting in **\$43,500 in reimbursements** returned to the general fund to offset apprenticeship training costs.

This year's grant award would reimburse training costs associated with the **Emergency Dispatch Specialist** and **Police Officer Apprenticeship Programs** for the period **July 1, 2025 – June 30, 2026**. The initial award amount is **up to \$10,000**; however, in prior years, FTDD has amended contracts to increase funding when additional state resources became available.

The grant **does not require a match**, and training costs and wages while in training, up to \$2,500 per apprentice can be reimbursed. Therefore, **no additional cost** will be incurred by the city.

#### **Attachments:**

1. Resolution
2. Contract

|            | Y | N | O |
|------------|---|---|---|
| Baker      | — | — | — |
| Cooper     | — | — | — |
| Duncan     | — | — | — |
| George     | — | — | — |
| Mayes      | — | — | — |
| Phillips   | — | — | — |
| Montgomery | — | — | — |