



**CITY OF CLEVELAND**  
Mayor Frank G. Jackson

## SPONSOR APPRENTICE CERTIFICATION QUESTIONNAIRE

for **FEDERAL ASSISTED PROJECTS**

Subject to **DAVIS BACON REQUIREMENTS**

City of Cleveland  
Office of Equal Opportunity  
**Prevailing Wage Compliance**  
601 Lakeside Avenue, Room 335  
Cleveland, Ohio 44114

Phone: 216.664.4151 • Fax: 216.664.3870 • Email: [PWcoordinator@city.cleveland.oh.us](mailto:PWcoordinator@city.cleveland.oh.us) • Hours: 8 am to 5 pm Weekdays

### PROJECT INFORMATION

<b>PROJECT NAME:</b>		<b>CITY CONTRACT #:</b>	
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### CONTRACTOR INFORMATION

<b>CONTRACTOR:</b>		<b>PHONE:</b>	
<b>MAIN PAYROLL CONTACT:</b>		<b>EMAIL:</b>	

### SPONSOR / JATC NAME

<b>Sponsor / JATC:</b>		<b>TRADE:</b>	
<b>APPRENTICE TRAINING SUPERVISOR:</b>		<b>PHONE:</b>	
<b>ADDRESS:</b>		<b>EMAIL:</b>	

### APPRENTICE AND TRAINEE INFORMATION

<b>NAME:</b>		<b>LAST 4-DIGITS OF SS #:</b>	
<b>TRADE:</b>		<b>APPRENTICE ID #:</b>	

### SECTION 1: TO BE COMPLETED BY APPRENTICE TRAINING SUPERVISOR

Please complete the information below for the Apprentice / Trainee listed above:

<b>(1) CURRENT PERIOD TERM / LEVEL:</b>	
<b>(2) CURRENT PERCENTAGE OF APPRENTICE ON WAGE SCHEDULE:</b>	
<b>(3) DATE APPRENTICE ATTAINED THIS PERCENTAGE / TERM / LEVEL:</b>	
<b>(4) CURRENT JOURNEYWORKER-TO-APPRENTICE RATIO:</b>	___ JOURNEYWORKER TO ___ APPRENTICE

PLEASE **ATTACH** APPROVED OFFICIAL TRADE APPRENTICE PROGRAM TERMS (HOURS, MONTHS, YEARS), PERCENTAGE OF JOURNEYWORKER'S WAGE, JOURNEYWORKER-TO-APPRENTICE RATIO SCHEDULE from the most recently approved Apprenticeship Standards (program or plan). Please include the standards title page and the page with the DOL's or the State's approval)

### SECTION 2: APPRENTICE TRAINING SUPERVISOR ACKNOWLEDGEMENT & AUTHORIZATION

By signing below you are stating that the information above and provided for the apprentice / trainee employee is correct:

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\_\_\_\_\_

\_\_\_\_\_

Print Apprentice Training Supervisor 's Name

Apprentice Training Supervisor Signature

Date

**DIRECTIONS FOR COMPLETED FORM:**

1. Upload Completed Form to LCP tracker (<https://lcpprod.lcptracker.net/>).
2. Email Completed Form to Prime Contractor and the City's Prevailing Wage Coordinator for the project.