



DC Workforce
Training and
Services Directory

Spring/Summer 2022

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Preface

During the pandemic, the Coalition for Nonprofit Housing and Economic Development (CNHED) collaborated with local nonprofit community-based workforce groups on an ambitious endeavor to compile and publish its first edition DC Workforce Training and Services Directory. We are proud to present the release of our DC Workforce Training and Services Directory, thanks to the joint efforts of our partners, and the generous support of the Truist Financial Corporation.

Long before the pandemic, CNHED recognized the need for a coordinated effort to highlight the plethora of training opportunities and programs available to DC residents pursuing in-demand skills for today's entry- and intermediate-level jobs. Our initial objective in creating this directory was to ensure that workforce, housing, and social service organizations could easily access information for client referrals. Workforce development and other social service providers are encouraged to use the directory as a resource when referring clients to available occupational programming in the District. We also hope that any District resident wishing to pursue new skills in preparation for employment, expand existing skills, or acquire professional credentials will use and find this directory helpful.

The DC Workforce Training and Services Directory is a comprehensive resource on 38 organizations' current workforce development training programs and services. Structured by industry, the directory includes sections dedicated to Business & Information Technology (IT), Construction, Healthcare, Hospitality, Law & Security, and Other. Directory users may search for programs, training, and services by industry or browse the comprehensive list of all featured organizations.

We appreciate the time and effort that members of the workforce development community spent making this project a reality. CNHED would like to thank Erin Doolin, a former AmeriCorps VISTA at CNHED, for assisting in gathering information on the featured organizations.

CNHED looks forward to continued collaboration in publishing and distributing future directory updates. Organizations interested in having their workforce-related programs and services included in the DC Workforce Training and Services Directory should contact CNHED at ebanfield@cnhed.org.

Steve Glaude President and CEO

Evette Banfield VP of Economic Development Policy & Wealth Building Strategies

BUSINESS & INFORMATION TECHNOLOGY (IT)

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A Wider Circle

America Works of Washington DC 1627 K St NW, Washington, DC



Duration

2 Weeks

Training Type

Customer Service

Cost

Varies

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

The customer service training is only for AW enrollees.

Eligibility Requirements

• None

Population Served:

- Adults
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Child Care
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



Office Administration

Academy of Hope Adult Public Charter School 2315 18th PI NE, Washington, DC

202-269-6623 <u>www.aohdc.org</u>



Duration

5 Months

Training Type

Computer Skills Training Office Administration

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program provides students with knowledge on Office Administration skills related to professional communication, presentations, meeting planning, record keeping, financial responsibility, and leadership. Students earn high-level Microsoft Word and Outlook certifications, gain fundamental audio-visual skills, demonstrate mastery of virtual meeting technology including WebEx and Zoom, and work with collaboration tools such as Microsoft Teams and SLACK.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Placement
- Referral
- Basic Computer Skills Training



CompTIA IT Fundamentals

Academy of Hope Adult Public Charter School 2315 18th PI NE, Washington, DC



Duration

5 Months

Training Type

Computer Skills Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program focuses on building students' IT knowledge and skills related to performing tasks as advanced technology users or entry-level IT professionals. These skills include using features and functions of common operating systems and establishing network connectivity, identifying common software applications and their purpose, and using security and web browsing best practices.

Eligibility Requirements

- CASAS Test
- Computer Literacy Placement Test

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Placement
- Referral
- Basic Computer Skills Training



IT Career Track: CompTIA A+ Certification

Byte Back 899 North Capitol St NE, Suite #850, Washington, DC



& 866-942-0143 | <u>www.byteback.org</u>

Duration

4 Months (306 Class Hours, 72 Sessions, 6 Labs)

Training Type

A+ Computer Repair

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

The CompTIA A+ certification is the industry standard for computer support technicians. Students prepare for their certification with in-depth study, hands-on practice, and study tools to help boost their tech support skills and prepare them for their career. In class, students learn installation, how to set up a workstation, routine and preventative maintenance, networking, security, and professional skills. This particular certificate is a good lead-in to other certification programs such as Cisco Certified Entry Networking Technician (CCENT) or Microsoft Technology Associate (MTA).

Eligibility Requirements

- Driver's License
- TABE literacy
- Numeracy and Northstar Digital Literacy score (test upon enrollment)
- Computer Literacy Placement Test

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Placement
- Referral
- Basic Computer Skills Training



Microsoft Office Specialist: Word & Excel Certifications

Byte Back 899 North Capitol St NE, Suite #850, Washington, DC



& 866-942-0143 | www.byteback.org

Duration

3 Months (192 Class Hours, 48 Sessions)

Training Type

Office Administration

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program covers managing worksheets and workbooks, creating cell data, applying formulas and functions, presenting data visually, analyzing and organizing data, and sharing worksheet data with others.

Eligibility Requirements

- TABE Literacy
- Numeracy and Northstar Digital Literacy Score (test upon enrollment)

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Placement
- Referral
- Basic Computer Skills Training



Computer Foundations Hybrid

Byte Back 899 North Capitol St NE, Suite #850, Washington, DC



& 866-942-0143 | <u>www.byteback.org</u>

Duration

3 Weeks (24 Hours, 8 Classes)

Training Type

Computer Skills Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Trainina Provider List (ETPL)

Description

In this program, students will develop digital literacy and learn how to use computers for a variety of functions. Upon course completion, students will be able to use the mouse to left click, right click, double click, scroll, and click and drag, identify keys on the keyboard and improve typing speed and accuracy, recognize and manipulate windows (resize, move, and open from taskbar), identify and open web browsers and navigate the Internet, visit websites and use search engines to find trustworthy information, use File Explorer to find, organize, and save files to the computer, use a flash drive to store, organize, and retrieve files, send and receive emails and email attachments and download files, and Cut/Copy and Paste and format text in Microsoft Word.

Eligibility Requirements

- TABE Literacy
- Numeracy and Northstar Digital Literacy Score (test upon enrollment)

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Placement
- Referral
- Basic Computer Skills Training



Basic Computer Skills

Central Union Mission 65 Massachusetts Ave NW, Washington, DC



\$\infty 202-745-7118 \bigoplus \text{www.missiondc.org}\$

Duration

6 Weeks (1 day per week)

Training Type

Computer Skills Training

Cost

Free

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

Adult Education Training Provider

Description

This program covers basic computer skills. Participants receive a certification upon completion.

Eligibility Requirements

N/A

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Budgeting and Financial Literacy
- Basic Computer Skills Training



Progressive Employment Program (PEP)

Collaborative Solutions for Communities 3333 14th St NW Suite 200, Washington, DC



Duration

3 Weeks

Training Type

Computer Skills Training, Entrepreneurial Development, Human Resources Administration, Office Administration, Customer Service

Cost

Free

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

Adult Education Training Provider

Description

This program includes family-oriented strength-based case management, job placement, and follow-up support to facilitate job retention, and other pertinent services through referrals. This program is focused on innovative ideas to build a strong career pathway for clients, which helps create more career opportunities that align with the focused on becoming employed.

Eligibility Requirements

DC resident

Population Served:

- Adults
- Individuals with Disabilities
- Undocumented Workers
- Long-term Unemployed
- Low-Income Individuals
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Child Care
- Referral
- Professional Clothina
- Housing Stability Support
- Food Security Support



16 Weeks

Training Type

Computer Skills Training, A+ Computer Repair, Customer Service

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider

Administrative Professional

Community College Preparatory Academy 2405 Martin Luther King Jr. Ave SE, Washington, DC

202-610-5780



www.ccprep-academy.org

Description

This program allows students to master Microsoft Word, Microsoft Outlook, Microsoft PowerPoint, Microsoft Excel, and additional programming platforms.

Eligibility Requirements

TABE score

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training
- GED
- CTE Training



16 Weeks

Training Type

Computer Skills Training, A+ Computer Repair, Customer Service

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider

IT Professional

Community College Preparatory Academy 2405 Martin Luther King Jr. Ave SE, Washington, DC



Description

This program is popular among students in the District hoping to enter the IT field. CompTIA A+ is one of the top fields that does not require a college degree to attain an entry-level position.

Eligibility Requirements

TABE score

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training
- GED
- CTE Training



Congress Heights Community Training Development Corp.

3215 Martin Luther King Jr. Ave SE, Washington, DC



Duration

3-16 Week Cohorts; 4 Days/Week

Training Type

Computer Skills Training, Customer Service

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider

Description

This program helps prepare students for a career in planning, managing and providing public safety, protective services, and homeland security, including professional and technical support.

Eligibility Requirements

- CASAS Test
- Valid Government Issued ID
- · Birth Certificate and Social Security Card

Population Served:

- Adults, Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Referral
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



12-14 Weeks

Training Type

A+ Computer Repair

Cost

Free

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider

Quick Path to Information Technology: CompTIA A+

DC Infrastructure Academy, Department of Employment Services 2330 Pomeroy Rd SE, Washington, DC

202-899-6040 | m



www.dcinfrastructureacademy.org

Description

This program provides students with the instruction and hands-on learning required to successfully obtain their CompTIA A+ credential. The CompTIA A+ credential is a requirement for careers in the Help Desk sector and is a starting point for careers in both Networking and Information and Cybersecurity.

Eligibility Requirements

- CASAS Test
- 18+
- DC Driver's License

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement



September - January (Monday-Wednesday)

Training Type

Computer Skills Training, Microsoft Office Suite

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Digital Literacy

Four Walls Career and Technical Education Center 1125 Neal St NE, Washington, DC



Description

In this program, students learn how to identify computer devices and applications and learn how to perform different types of Internet-related tactics. Students are introduced to the benefits and features of storage devices, the types and purposes of different input and output devices, and necessary information on Internet/ Web content. Students will become proficient in Microsoft Word, Excel, and PowerPoint.

Eligibility Requirements

- CASAS Test
- Driver's License
- Birth Certificate
- Social Security Card
- Proof of Income
- Proof of Residence

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills Training



IT Help Desk

HOPE Project 101 Xenia St SW First Floor, Washington, DC



Duration

12 Weeks

Training Type

Computer Skills Training, Entrepreneurial Development, A+ Computer Repair

Cost

\$5,000

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program includes coaching and mentoring for careers in IT. The average salary of a HOPE Project graduate is \$65,000.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Veterans
- Low-Income Individuals
- Returning Citizens

- Job Readiness
- Job Placement
- Referral
- Professional Clothing



Cyber Security

HOPE Project 101 Xenia St SW First Floor, Washington, DC

202-449-8663



www.hopeprojectacademy.com

Duration

12 Weeks

Training Type

Cyber Security, CompTIA Security+

Cost

\$5,000

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program has produced over 300 graduates that now work in Security Operations Centers for companies like CACI, GDIT and 22nd Century.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Veterans
- Low-Income Individuals
- Returning Citizens

- Job Readiness
- Job Placement
- Referral
- Professional Clothing



How To Start a Food-Based Small Business

La Cocina VA 918 S Lincoln St, Arlington, VA



703-596-1557 | www.lacocinava.org

Duration

9 Weeks

Training Type

Entrepreneurial Development

Cost

\$300 per participant

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

Eligible Training Provider List (ETPL), Northern Virginia Community College's Workforce Development Program

Description

This 9-week training covers all the aspects of developing and launching a small food business.

Eligibility Requirements

• Have a food business idea or informal project

Population Served:

- Adults
- Veterans
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Food Security Support
- Social Services in professional attire



Entrepreneurial Training Program

Marshall Heights Community Development Organization, Inc. 3939 Benning Rd NE, Washington, DC



Duration

8-12 Weeks

Training Type

Entrepreneurial Development

Cost

Free

Languages Offered

English

Wards Served

Ward 6

Ward 7

Ward 8

Certification

N/A

Description

This program has a strong business overview with focus on developing a business plan and pitch. It meets inperson or virtually 2.5 hours per week.

Eligibility Requirements

Complete an application

Population Served:

- Adults
- Low-Income Individuals
- Returning Citizens

- Job Readiness
- Job Retention
- Referral
- Budgeting & Financial Literacy



We Aspire Business Support

Marshall Heights Community Development Organization, Inc. 3939 Benning Rd NE, Washington, DC



202-396-1200 | www.mhcdo.org

Duration

3 Months

Training Type

Entrepreneurial Development

Cost

Free

Languages Offered

English

Wards Served

Ward 6 Ward 7

Ward 8

Certification

N/A

Description

This program provides support to returning citizens admitted to the We Aspire program. In addition to links to supporting business growth, MHCDO provides financial resources/referrals.

Eligibility Requirements

 Returning Citizens engaged in the Department of Small and Local Development (DSLBD) We Aspire program.

Population Served:

- Adults
- Low-Income Individuals
- Returning Citizens

- Job Readiness
- Job Retention
- Referral
- Budgeting & Financial Literacy



MHCDO Small Business Prosperity HUB

Marshall Heights Community Development Organization, Inc. 3939 Benning Rd NE, Washington, DC



Duration

Ongoing

Training Type

Entrepreneurial Development

Cost

Free

Languages Offered

English

Wards Served

Ward 6 Ward 7 Ward 8

Certification

N/A

Description

This program provides consulting services and links to additional support from Department of Consumer and Regulatory Affairs (DCRA), Department of Small and Local Business Development (DSLBD), Greater Washington Urban League, Operation HOPE, and the Howard University Small Business Development Center.

Eligibility Requirements

Existing or start-up business inquiries

Population Served:

- Adults
- Low-Income Individuals
- Returning Citizens

- Job Readiness
- Job Retention
- Referral
- Budgeting & Financial Literacy



14-16 Weeks (Monday -Friday; 10 am - 2 pm and 5 pm - 9 pm)

Training Type

A+ Computer Repair

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Licensed Post Secondary **Education Non-Degree** Institution

A+ Computer Repair Training

Opportunities Industrialization Center of DC (OIC/DC) 3016 Martin Luther King Jr. Ave SE, Washington, DC



202-373-0330 | www.oicdc.org

Description

This core course integrates adult education and literacy, workforce preparation and workforce training services to assist students in navigating career pathways to successful employment, post-secondary education and economic sufficiency. This course is virtual with some in-person training components. After successfully completing the program, the participant is eligible to take and pass two national exams, which are required for certification. Afterwards, a participant has several career pathways available - help desk/computer specialist, enroll in additional training for Network+, Security+ and/or Cyber Security.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Young Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Rapid Rehousing (RRH) Recipients

- Tutoring Program
- Case Management Services
- Referral Services
- Literacy
- Job Readiness
- Job Placement Assistance
- Budgeting & Financial Literacy
- Basic Computer Skills Training
- Retention and Follow-up Services
- Career Coaching



Basic Digital Literacy

Skyland Workforce Center/Building Bridges 2509 Good Hope Rd SE, Washington, DC

202-793-2141



www.skylandworkforcecenter.org

Duration

10 Weeks

Training Type

Computer Skills Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

Students will learn basic computer skills, including windows, email and job search. This program is for students with very little computer experience, and is designed to get them to the point where they can participate in training offered by Skyland Workforce Center's partners.

Eligibility Requirements

• 18+

Population Served:

- Adults
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens

- Job Retention
- Referral
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



STEMAcad IT Support Program

Urban Ed, Inc. 2041 Martin Luther King Jr Ave SE Suite M-2, Washington, DC



202-610-2344 | www.urbaned.org

Duration

16-18 Weeks

Training Type

IT Support

Cost

\$6455 (Scholarships available)

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program covers installing and configuring software and computer systems and troubleshooting and resolving technical issues. All programs lead to industryrecognized certifications. Upon completion, next IT pathway options include cloud computing, software development/computer programming, and digital transformation courses.

Eligibility Requirements

- CASAS Test
- High School Diploma and/or College Transcript

Population Served:

- Adults
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Placement
- IT Career Pathways



STEMAcad Network Engineer Program

Urban Ed, Inc. 2041 Martin Luther King Jr Ave SE, Suite M-2, Washington, DC

© 202-610-2344



www.urbaned.org

Duration

16-24 Weeks

Training Type

Network Engineer

Cost

\$6455 (Scholarships available)

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program covers setting up computer networks, maintaining them, and offering network support to users and enterprises. All programs lead to industry-recognized certifications. Upon completion. Upon completion, next IT pathway options include cloud computing, software development/computer programming, and digital transformation courses.

Eligibility Requirements

- CASAS Test
- High School Diploma and/or College Transcript

Population Served:

- Adults
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Placement
- IT Career Pathways



STEMAcad Security Analyst Program

Urban Ed, Inc. 2041 Martin Luther King Jr Ave SE, Suite M-2, Washington, DC

202-610-2344



www.urbaned.org

Duration

16-18 Weeks

Training Type

Security Analyst

Cost

\$8545 (Scholarships available)

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program covers monitoring networks for security breaches, investigating violations, and installing and using software and security monitoring tools/resources to protect sensitive information, and corporate networks both on-premise and in the cloud. All programs lead to industry-recognized certifications. Upon completion, next IT pathway options include cloud computing, software development/computer programming, and digital transformation courses.

Eligibility Requirements

- CASAS Test
- High School Diploma and/or College Transcript

Population Served:

- Adults
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Placement
- IT Career Pathways



Get Ready for the Workplace

Washington Literacy Center 1133 15th St NW, Washington, DC

202-984-0000



www.washlit.org

Duration

8 Weeks

Training Type

Computer Skills Training, Entrepreneurial Development, Customer Service

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

Workforce readiness, computer basics, and customer service skills training designed to empower our learners to be successful in their communities, families, and careers.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Rapid Rehousing (RRH) Recipients

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- Basic Computer Skills Training

CONSTRUCTION

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Construction Trades, Property Management, HVAC		
Heating Ventilation and Air Conditioning		
Youthbuild Construction Program		



1 Day

Training Type

OSHA 10

Cost

Varies

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

America Works of Washington DC

America Works of Washington DC 1627 K St NW, Washington, DC



202-466-5627



www.americaworks.com

Description

Participants in the 12-week program will complete GRID's Installation Basics Training (IBT) program, where they gain industry-relevant skills certificates by demonstrating competency in real-world solar installations.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- · Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Child Care
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



Green Pre-Apprenticeship Construction Program

Catholic Charities 1618 Monroe St NW, Washington, DC



202-939-2400 | www.catholiccharitiesdc.org

Duration

18 Weeks

Training Type

Construction Trades, OSHA 10

Cost

\$150

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

This Construction Safety program includes OSHA-30, CPR/First Aid, Flagger, and Job Search Skills. It is an introduction to construction safety.

Eligibility Requirements

- DC Resident
- Age 18 and above

Population Served:

- Adults
- Immigrants and Refugees
- English Language Learners
- Displaced Homemakers
- Dislocated Worker
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens

- Job Readiness
- Job Retention
- Job Placement
- Referral to internal and external social and healthcare services
- Food Security Support
- Budgeting & Financial Literacy



16 Weeks

Training Type

HVAC

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider

HVAC 608 and 609

Community College Preparatory Academy 2405 Martin Luther King Jr. Ave SE, Washington, DC

www.ccprep-academy.org

Description

This Electrical Pre-Apprentice Training is for placement into an electrical apprentice position.

Eligibility Requirements

- DC Resident
- ID
- References

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training
- GED
- CTE training



6 Weeks

Training Type

Construction Trades, Pre-**Apprenticeship**

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Building Futures Pre-Apprenticeship Program

Community Services of the Metropolitan Washington Council AFL-CIO 815 16th St NW Suite 1100, Washington, DC





www.communityservicesagency.org

Description

In this program, students learn about HVAC theory, tubing and piping tools, preventative maintenance, heating and cooling systems and electrical skills. 75% of all instruction is hands-on and practical. Students will take part in 95 hour externship with our industry partners. Graduates are prepared for entry-level employment in the following occupations: HVAC Technician, Skilled HVAC Helper, and Mechanical Technician.

Eligibility Requirements

- CASAS Test
- Valid ID
- Pass Drug Screening
- Negative PPD Test Results
- Ability to Work Full-Time Upon Completion

Population Served:

- Adults
- Young Adults
- Women
- Veterans
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Case Management



Facilities Management Solutions

Community Congress Heights Community Training Development Corp. 3215 Martin Luther King Jr. Ave SE, Washington, DC



Duration

3-16 Week Cohorts; 4 Days/Week

Training Type

Construction Trades, OSHA 10, Plumbing, Electrical/Wiring, Drywall/ Painting, Flooring

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider

Description

In this program, students learn how to perform workrelated tasks and duties in preparation for intermediatelevel employment in the following occupations: HVAC Technician, Skilled HVAC Helper, Mechanical Technician 2 (HVAC).

Eligibility Requirements

- CASAS Test
- ID
- Drug Screening
- PPD Test
- Ability to Work Full-Time Upon Completion

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Referral
- Food Security
- Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



3-16 Week Cohorts; 4 Days/Week

Training Type

OSHA 10

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

OSHA 10 Facilities Management Solutions

DC Housing Authority, Workforce Development Initiative/EnVision Center 203 N St SW, Washington, DC



202-645-5023 | www.dchousing.org

Description

This program recruits, trains and places low-income men and women who are unemployed or underemployed and want to join construction apprenticeship program and well-paying jobs in the industry.

Eligibility Requirements

- Driver's License
- 8th Grade or higher
- Drug Screening (including marijuana)
- Aptitude for the building trades

Population Served:

- Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Budgeting & Financial Literacy
- Basic Computer Skills Training



12-14 Weeks

Training Type

Construction Trades, OSHA 10

Cost

Free

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider

Quick Path to Energy – Pepco

DC Infrastructure Academy, Department of Employment Services 2330 Pomeroy Rd SE, Washington, DC



www.dcinfrastructureacademy.org

Description

This program prepares under-employed and unemployed individuals for entry-level positions across the high-growth industry of Energy and Construction, and related fields. The program is provided tuition-free for eligible participants. This program is designed so that, upon graduation, students are work-ready with tangible skills, have earned up to three industry recognized credentials, and have been positioned for successful entry.

Eligibility Requirements

- CASAS Test
- Driver's License
- Legal eligibility to work in the United States
- 21+
- High School Diploma or GED
- VA, DC or MD State-issued Photo ID & Social Security Card
- Drua Screenina
- Ability to do physical labor and other strenuous physical tasks
- Willingness to work in all weather conditions
- Ability to complete the course

Population Served:

- Adults & Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement



12 Weeks

Training Type

Construction Trades

Cost

Free

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider

Quick Path to Energy – Solar Works

DC Infrastructure Academy, Department of Employment Services 2330 Pomeroy Rd SE, Washington, DC

202-899-6040



www.dcinfrastructureacademy.org

Description

This program gives students the opportunity to learn hands-on construction skills and certifications while earning their GED. Students can earn their OSHA10 and Home Builders Institute PACT Certifications.

Eligibility Requirements

N/A

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement



8-Week hybrid program (virtual and in-person)

Training Type

Construction Trades. OSHA 10

Cost

Free

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider

Quick Path to Energy – Washington Gas

DC Infrastructure Academy, Department of Employment Services 2330 Pomeroy Rd SE, Washington, DC

202-899-6040 | m



www.dcinfrastructureacademy.org

Description

This program helps prepare students for an exciting, rewarding career in green building by covering topics such as sustainable building, OSHA-10, and Flagger Safety training. The class is taught in English with assistance for Spanish speakers. The nationally certified curriculum includes the latest in green building technology and graduates will receive a nationally accredited certificate in green construction. Wraparound case management is provided to students to address their social barriers encountered along their professional development.

Eligibility Requirements

- CASAS Pre-test
- Government issued ID

Population Served:

- Adults, Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- · Job Retention,
- ob Placement



2-5 Days

Duration

Training Type

OSHA Construction Trainina

Cost

Free

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider

OSHA 10, 30 & Flagger

DC Infrastructure Academy, Department of Employment Services 2330 Pomeroy Rd SE, Washington, DC



www.dcinfrastructureacademy.org

Description

This program teaches students the fundamentals of HVAC systems in existing structures and in new construction. Students will examine critical topics such as trade safety, LEED construction, and energy management. Students can earn a chlorofluorocarbon (CFC) Universal certification.

Eligibility Requirements

- CASAS Test
- Driver's or Non-Driver's License ID
- Social Security Card
- Birth Certificate/Passport
- Proof of Income and Proof of Residence
- The Core Curriculum course is a prerequisite to enroll in this course.

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans, Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness,
- Job Retention
- Job Placement



24 Weeks; January - June (Monday - Wednesday)

Training Type

HVAC, Construction **Trades**

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

National Center for Construction Education and Research (NCCER)

Heating, Ventilation & Air Conditioning (HVAC)

Four Walls Career and Technical Education Center 1125 Neal St NE, Washington, DC



& 202-332-8022 | www.fourwallsctec.org

Description

This class prepares students for the electrical wiring of private and commercial establishments. The course covers workplace safety, hardware and materials, tools, test and measurements tools, cable installation, branch circuit, video, voice and data wiring installation, lighting fixtures, service panel and troubleshooting.

Eligibility Requirements

- CASAS Test
- Driver's License or Government ID
- Birth Certificate/Passport
- Social Security Card
- Proof of Income
- Proof of Residency
- The Core Curriculum course is prerequisite to enroll in this course.

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans, Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills Training



24 Weeks (Mondays, Tuesdays & Wednesdays)

Training Type

Construction Trades, Electrical Wiring

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

National Center for Construction Education and Research (NCCER)

Electrical Wiring

Four Walls Career and Technical Education Center 1125 Neal St NE, Washington, DC



& 202-332-8022 | www.fourwallsctec.org

Description

This class teaches students basic worksite safety, introduction to construction mathematics, band tools, power tools, using blueprints, basic rigging, basic communications skills, and basic employability skills. Students can earn the Flaggers, CPR/First Aid, and OSHA-10 certifications.

Eligibility Requirements

- CASAS Test
- Driver's License
- Proof of Income
- Proof of Residence
- Social Security Card and Birth Certificate/Passport.

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills Training



20 Weeks; September (Monday - Wednesday)

Training Type

Construction Trades, Core Construction Curriculum

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

National Center for Construction Education and Research (NCCER)

Core Curriculum

Four Walls Career and Technical Education Center 1125 Neal St NE, Washington, DC



& 202-332-8022 | www.fourwallsctec.org

Description

This program prepares students in the fundamentals of building maintenance and systems, and the plumbing, carpentry and electrical trades. Students will also learn basic customer service and communication skills in context of the building maintenance industry.

Eligibility Requirements

- CASAS Test
- Valid Government Issued ID
- Birth Certificate and Social Security Card

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills Training



40 Weeks (Mondays & Tuesdays)

Training Type

Construction Trades

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Stationary Steam Engineering

Four Walls Career and Technical Education Center 1125 Neal St NE, Washington, DC



www.fourwallsctec.org

Description

This course allows students to gain actual boiler operations experience before being recommended for the District of Columbia or State of Maryland License Exam. The course covers major topics including boiler functions, operations, safety, controls, hot water systems, steam systems, and the identification of boiler fittings. Students experience actual hands on boiler operation, including boiler water testing.

Eligibility Requirements

- CASAS Test
- Driver's License
- Birth Certificate
- Social Security Card
- Proof of Income
- Proof of Residence

Population Served:

- CASAS Test
- Driver's License
- Birth Certificate
- Social Security Card
- Proof of Income
- Proof of Residence

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills Training



Energy & Construction Careers Training Program

Goodwill of Greater Washington 1140 3rd St NE, Suite 350, Washington, DC



www.dcaoodwill.org

Duration

10 Weeks (Monday -Thursday; 9 AM - 2:30 PM)

Training Type

Construction Trades. **Energy & Construction** Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Eligible Training Provider List (ETPL)

Description

This two-part program helps students develop the reading and math skills required to understand technical manuals, analyze diagrams and charts, and troubleshoot HVAC problems using algebraic reasoning and problemsolving principles. In part one of this training, students learn and master the fundamental skills and concepts required to earn the EPA 608 Universal Certification. Part two of this training builds on the skills developed in part one and includes further practical training as students prepare for the EPA 609 MVAC Certification, which is required for any technician working on automotive units, as well as Indoor Air Quality, Preventative Maintenance Technician, and Green HVAC/R Certifications that bolster a technician's skill set and employability.

Eligibility Requirements

TABE Math 6th Grade and 7th Grade Reading Scores

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement



www.gridalternatives.org/midatlantic

Duration

12 Weeks (Fall and Spring); 6 Weeks (Summer)

Training Type

Construction Trades. OSHA 10

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

In this program, students work with the Work Safety Lab to receive their OSHA 10 Certification.

Solar Works DC

GRID Alternatives Mid-Atlantic 1629 Benning Rd NE, Washington, DC

Eligibility Requirements

• Age 18 and above

Population Served:

- Adults
- Returning Citizens
- Long-term Unemployment
- Veterans

- Job Readiness
- Job Placement
- Housing Referral
- Professional Clothing
- Case Management



2 Weeks

Training Type

Construction Trades

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Construction Safety Training

Skyland Workforce Center/Building Bridges 2509 Good Hope Rd SE, Washington, DC

202-793-2141 | \(\mathref{m} \)



www.skylandworkforcecenter.org

Description

This program prepares students to take the Construction and Skilled Trades Exam (CAST) for manual labor jobs such as Trainee Line Mechanic, Helper Meter Technician, Underground Cable Splicer and Transformer Tester.

Eligibility Requirements

- CASAS Test
- DC Resident
- DC Driver's License
- 21+, Background Check
- **Former PEPCO Employees Not Eligible

Population Served:

- Adults
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens

- Job Retention
- Referral
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



12 Weeks

Training Type

Construction Trades

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

IEC Electrical Pre-Apprentice Training

Skyland Workforce Center/Building Bridges 2509 Good Hope Rd SE, Washington, DC



202-793-2141



www.skylandworkforcecenter.org

Description

In this 12-week program, participants gain hands-on solar installation experience, complete Installation Basics Training (IBT), and earn industry-relevant skills certificates by demonstrating competency in real-world solar installations on DC residents homes.

Eligibility Requirements

- CASAS Test
- 18+

Population Served:

- Adults
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens

- Job Retention
- Referral
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



540 Hours

Training Type

Construction Trades, Property Management, Plumbing, Course Combines: Carpentry, Plumbing, HVAC and **Flectrical**

Cost

Free to participants qualifying for the SOME Scholarship

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Construction Trades, Property Management, HVAC

SOME Center for Employment Training 4430 Benning Rd NE, Washington, DC

202-292-4460



www.some.org/services/job-training

Description

The program prepares students for careers in energy with a focus on excavation and backfilling, underground clearances, cover-service lines, mains and transmission lines, prevention of accidental ignition, construction site safety, and basic computer skills. Hands-on training includes trenching and other excavation activities. Participants must pass the CASAS exam and WordKeys exam prior to the completion of the program.

Eligibility Requirements

- CASAS Test
- Driver's License
- 18+

Population Served:

- Adults
- Young Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills
- Training and Adult Basic Education



540 Hours

Training Type

HVAC

Cost

\$7,371

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Heating Ventilation and Air Conditioning

SOME Center for Employment Training 4430 Benning Rd NE, Washington, DC



202-292-4460



www.some.org/services/job-training

Description

Two day training content includes hazard recognition, workers rights, flagging, employer responsibility, records keeping, etc.

Eligibility Requirements

- DC resident
- 18+
- Driver's License

Population Served:

- Adults
- Young Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills
- Training and Adult Basic Education



Self-paced; average completion times are: OSHA10, 1 week; HBI PACT Certification, 6 Months: additional certifications, 1-3 Months

Training Type

Construction Trades, OSHA 10, Home Builders Institute PACT Certification

Cost

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

Adult Education Training Provider

Youthbuild Construction Program

Youthbuild DC Public Charter School 3220 16th St NW, Washington, DC

202-319-0141



www.youthbuildpcs.org

Description

AW offers OSHA 10 training to enrolled customers only.

Eligibility Requirements

None

Population Served:

- Adults
- Individuals with Disabilities
- Undocumented Workers
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Placement
- Referral
- Professional Clothing
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training

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Certified Nursing Assistant

Academy of Hope Adult Public Charter School 2315 18th PI NE, Washington, DC

& 202-269-6623 | <u>www.aohdc.org</u>



Duration

5 Months

Training Type

Nursing Assistant

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program provides CNA (Certified Nursing Assistant) students with the skills to assist with basic patient care and support. Students learn under the direction of onsite licensed nursing staff. Upon successful completion of theory and skills requirements, students can sit for the NNAAP (National Nursing Assistant Assessment Program) exam and can be employed in a variety of healthcare settings as Nursing Assistants.

Eligibility Requirements

- CASAS Test
- No Criminal Record
- High School Diploma
- Drug Screening
- Proof of Immunization

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Placement
- Referral
- Basic Computer Skills Training



5 Months

Training Type

Certified Phlebotomy Technician

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Certified Phlebotomy Technician

Academy of Hope Adult Public Charter School 2315 18th PI NE, Washington, DC

& 202-269-6623 | <u>www.aohdc.org</u>



Description

This program provides phlebotomy students with the knowledge, training, and skills to perform basic blooddrawing procedures, patient care, and equipment maintenance. Students learn under the direction of an on-site licensed instructor. Upon successful completion of theory and skills requirements, students can sit for the Certified Phlebotomy Technician (CPT) exam and can be employed in a variety of healthcare settings as Phlebotomy Technicians.

Eligibility Requirements

- CASAS Test
- No Criminal Record
- High School Diploma
- Drug Screening
- Proof of Immunization

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Placement
- Referral
- Basic Computer Skills Training



12 Months (August to June)

Training Type

Medical Assistant

Cost

Free

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

N/A

Medical Assistant Program

Briya Public Charter School 100 Gallatin St NE, Washington, DC

202-232-7777 | www.briya.org



Description

Students gain hands-on practice with clinical lab skills such as drawing blood, giving injections and taking blood pressure. Students will also gain proficiency in administration skills, including updating patient records and coding insurance forms. Through this program, students are provided learning opportunities with Mary's Center nursing and medical assistant staff, and complete a 160-hour externship in a local clinic, hospital or doctor's office.

Eligibility Requirements

- CASAS Test
- High School Diploma
- Resident of the District of Columbia

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans, Undocumented Workers
- Displaced Homemakers
- Dislocated Worker
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients, everyone is welcome

- Job Readiness
- Child Care



6 Weeks

Training Type

Medical Office Administration Assistant

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Medical Office Administration Assistant Program

DC Housing Authority, Workforce Development Initiative/EnVision Center 203 N St SW, Washington, DC

& 202-645-5023 | <u>www.dchousing.org</u>



Description

This 15-week program is comprised of 12-weeks of virtual theory training and 3-weeks of in-person externship or in-person skills training during COVID. The curriculum integrates adult education and literacy, workforce preparation and workforce training skills to prepare students to earn their Home Health Aide license from DC Board of Nursing.

Eligibility Requirements

- CASAS Test
- GED or High School Diploma
- Age 18 and above
- District resident

Population Served:

- Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Budgeting & Financial Literacy
- Basic Computer Skills Training



15 Weeks; 3 Days/Week (Tuesday, Wednesday, Thursday; 3 PM - 8 PM)

Training Type

Home Health Aide

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Licensed Post Secondary **Education Non-Degree** Institution

Home Health Aide

Opportunities Industrialization Center of DC (OIC/DC) 3016 Martin Luther King Jr. Ave SE, Washington, DC



\$\infty 202-373-0330 \bigg\ \text{\text{www.oicdc.org}} \text{\text{www.oicdc.org}}

Description

In this program, students learn medical terminology, anatomy and physiology, receptionist and clerical procedures, clinical laboratory procedures, pharmacology, and how to address medical emergencies. 75% of all instruction is hands-on and practical. Participants also take part in 160-hour externship with SOME's industry partners.

Eligibility Requirements

- CASAS Test
- Valid ID
- Pass a drug screening
- Negative PPD results
- Ability to work full-time upon completion

Population Served:

- Adults
- Young Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Rapid Rehousing (RRH) Recipients

- Tutoring Program
- Case Management Services
- Referral Services, Literacy
- Job Readiness
- Job Placement Assistance
- Budgeting & Financial Literacy
- Basic Computer Skills Training
- Retention and Follow-up Services
- Career Coaching



760 Hours

Training Type

Medical Administrative Assistant (MAA)

Cost

Free to participants qualifying for the SOME Scholarship

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Medical Assistant

SOME Center for Employment Training 4430 Benning Rd NE, Washington, DC





& 202-292-4460 | www.some.org/services/job-training

Description

In this program, students learn how to perform workrelated tasks and duties in preparation for employment in the following occupations: Medical Administrative Assistant, Hospital Admitting Clerk, Medical Records Clerk, Outpatient Admitting Clerk, Medical Secretary Medical Voucher Clerk, Unit Clerk.

Eligibility Requirements

- CASAS Test
- ID
- Drug Screening
- PPD Test
- Ability to Work Full-Time Upon Completion

Population Served:

- Adults
- Young Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills
- Training and Adult Basic Education



720 Hours

Training Type

Medical Office Administration Assistant

Cost

\$9,828 (Covered by SOME CET scholarship offered to all qualified students)

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Medical Administrative Assistant

SOME Center for Employment Training 4430 Benning Rd NE, Washington, DC



& 202-292-4460 | www.some.org/services/job-training

Description

This program is an introductory course into Medical Office Administration, Participants learn billing, coding, and general medical office information.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Young Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting and Financial Literacy
- Basic Computer Skills
- Training and Adult Basic Education

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America Works of Washington

America Works of Washington DC 1627 K St NW, Washington, DC

202-466-5627



www.americaworks.com

Duration

1 Day

Training Type

ServSafe

Cost

Varies

Languages Offered

Wards Served

Districtwide

Certification

N/A

Description

We provide ServSafe training for all America Works of Washington enrollees.

Eligibility Requirements

America Works of Washington (AW) enrollees only

Population Served:

- Adults
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Child Care
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



Culinary Job Training Program DC Central Kitchen

425 2nd St NW, Washington ,DC



\$\langle 202-234-0707 \rightarrow \text{www.dccentralkitchen.org}\$

Duration

12 Weeks

Training Type

Culinary Job Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This training program provides culinary arts education, career readiness training, and real-world internships to adults who have experienced barriers to employment. Through this 12-week course, trainees will prepare to earn two valuable credentials, including the ServSafe Food Protection Manager Certification.

Eligibility Requirements

- Drug screening
- TB test
- Work Eligibility Documentation

Population Served:

- Adults
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Child Care
- Referral
- Professional Clothina
- Housing Stability Support
- Food Security Support
- Budgeting & Financial Literacy



12 Weeks

Training Type

Culinary Job Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Culinary Job Training-Youth Program

DC Central Kitchen 425 2nd St, NW Washington, DC

\$\sqrt{202-234-0707}\$



www.dccentralkitchen.org

Description

This program provides hands-on culinary training and career readiness training to young adults ages 18-24 who are not in school and not working. Trainees gain meaningful firsthand experience working alongside staff at the fast-casual cafe located on the campus of THEARC.

Eligibility Requirements

- TB testing
- Work eligibility documentation
- Ability to pass drug test

Population Served:

- Adults
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Child Care
- Referral
- Professional Clothina
- Housing Stability Support
- Food Security Support
- Budgeting & Financial Literacy



Hospitality & Tourism

DC Housing Authority, Workforce Development Initiative/EnVision Center 203 N St SW, Washington, DC

202-645-5023 | www.dchousing.org

Duration

6 Weeks

Training Type

Guest Services, Housekeeping, Maintenance, Hotel and Tourism

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

This program is a hospitality, food, and beverage certification course offered through University of the District of Columbia (UDC).

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothina
- Budgeting & Financial Literacy
- Basic Computer Skills Training



2 Days

Training Type

Food Manager Certification

Cost

Free to Low-income DC Residents

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Food Manager Class

Edgewood/Brookland Family Support Collaborative 601 Edgewood St NE, Suite 25, Washington, DC

C

202-832-9400



www.ebfsc.org

Description

This is a two-day, in-person or virtual class covering Food Manager safety.

Eligibility Requirements

- DC Resident
- Low Income

Population Served:

- Adults
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens,
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting & Financial Literacy



ServSafe Food Manager

Edgewood/Brookland Family Support Collaborative 601 Edgewood St NE, Suite 25, Washington, DC

www.ebfsc.org

Duration

2 Days

Training Type

Food Handler

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

This program offers food safety training and a certification exam.

Eligibility Requirements

DC Resident

Population Served:

- Adults
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Budgeting & Financial Literacy



Hospitality Training

Goodwill of Greater Washington 1140 3rd St NE, Suite 350, Washington, DC

www.dcgoodwill.org

Duration

5 Weeks

Training Type

Guest Services, Customer Service, Front Desk, ServeSafe & TIPs (Training for Intervention Procedures)

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Eligible Training Provider List (ETPL)

Description

This 5-week program includes two weeks of employability skills training, two-weeks of hospitality instruction through the American Hotel & Lodging Educational Institute's Skills, Tasks, and Results Training for Workforce curriculum. and one week of food handling and alcohol serving safety through the "ServeSafe" and "TIPs" programs.

Eligibility Requirements

- CASAS Test
- No criminal record
- Ability to pass drug test

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement



Culinary Training Program

La Cocina VA 918 S Lincoln St, Arlington, VA



Duration

16 Weeks

Training Type

Culinary Arts, Culinary Job Training

Cost

\$10,000 per trainee through government subsidies

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

Eligible Training Provider List (ETPL), Northern Virginia Community College's Workforce Development Program

Description

This is a 12-week, hands-on culinary training program, followed by a 4-week paid internship. The training includes professional development, vocational English, financial intelligence, and nutrition courses. Students can earn their Servsafe certification and Allertrain certifications.

Eligibility Requirements

- Low-income
- Valid US ID
- Ability to read and speak in English or Spanish
- TB test
- Police clearance
- Referral form (if available)

Population Served:

- Adults
- Veterans
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Food Security Support
- Social Services in professional attire



6-8 Weeks, 4 Days/Week

Training Type

Guest Services, Customer Services, Hospitality

Cost

\$200

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Certified Guest Service Professional

Literacy Council of Northern Virginia 2855 Annandale Rd, Falls Church, VA



Description

This course for English Language Learners (ELLs) includes a workforce training component that can lead to an industry-recognized credential, Certified Guest Service Professional (CGSP®) through the American Hotel & Lodging Educational Institute (AHLEI). The course provides training on how to provide excellent customer service in the hospitality industry, though the training and its associated skills are easily applicable to virtually every industry and work setting. The program incorporates computer skills training, including keyboard, word processing, and more. A lower level course that does not incorporate the CGSP is also available and serves as a precursor for this credential training. Level placement is determined as intake.

Eligibility Requirements

- Best Plus 2.0 score
- LCNV's in-house reading assessment score

Population Served:

- Adults
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens, TANF Recipients
- Adult English Language Learners

- Job Readiness
- Referral
- Basic Computer Skills Training
- English Language Literacy



12 Weeks (Monday-Friday; 10 AM - 2 PM)

Training Type

Customer Service Certification

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Licensed Post Secondary **Education Non-Degree** Institution

Customer Service/Retail

Opportunities Industrialization Center of DC (OIC/DC) 3016 Martin Luther King Jr. Ave SE, Washington, DC



202-373-0330 | www.oicdc.org

Description

This 12-week program prepares participants to earn a work readiness and customer service credential from the National Retail Federation. After completing the program, a participant has several career pathways such as customer service representative for several business industries (e.g. retail sales, hospitality, financial, utilities and infrastructure).

Eligibility Requirements

- CASAS Test
- GED or High School Diploma
- Age 18 and above
- District resident

Population Served:

- Adults
- Young Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Rapid Rehousing (RRH) Recipients

- Tutoring Program
- Case Management Services
- Referral Services
- Literacy
- Job Readiness,
- Job Placement Assistance
- Budgeting & Financial Literacy
- Basic Computer Skills Training
- Retention and Follow-up Services
- Career Coaching



8 Weeks; 3 Days/Week (Tues, Wed & Thurs; 9:30 am-2:30 pm)

Training Type

Culinary Job Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Eligible Training Provider List (ETPL)

Together We Bake

Together We Bake 212 South Washington St, Alexandria, VA





\$\infty 703-973-8775 \bigotherwebake.org

Description

This program is a job training and personal development program for women facing barriers to employment. The program revolves around a small baking business in old town Alexandria. Team members gain the skills and confidence to gain and sustain employment.

Eligibility Requirements

Women Only

Population Served:

- Adults
- Seniors
- Women Only
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens, TANF Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Budgeting & Financial Literacy
- Basic Computer Skills Training

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Facilities Management Solutions

3215 Martin Luther King Jr. Ave SE, Washington, DC



Duration

3-13 Week cohorts, 4 Days/Week

Training Type

Security Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider

Description

This program helps prepare students for a career in planning, managing and providing public safety, protective services, and homeland security, including professional and technical support.

Eligibility Requirements

- CASAS Test
- Valid Government Issued ID
- Birth Certificate
- Social Security Card

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans, Displaced Homemakers
- Dislocated Workers, Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Referral
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



Unarmed Security and Protective Services

1140 3rd St NE, Suite 350, Washington, DC

Duration

6 Weeks

Training Type

Security and Protective Services

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Eligible Training Provider List (ETPL)

Description

This program prepares unemployed and underemployed participants for entry-level positions in the field of unarmed security and protective services. Students who successfully complete the training objectives exit the course with work ready skills and Industry recognized credentials to include: Virginia DCJS License, DC SPO (Special Police Officer) authorization, Baton, Handcuffing, Pepper Spray and CPR/First Aid certifications.

Eligibility Requirements

- CASAS Test
- Driver's License
- No Criminal Record
- Legal eligibility to work in the United States
- 19+, or 21+ to qualify for DC Special Police Officer authorization
- High School Diploma/GED
- Able to perform moderate physical activity
- (VA, DC or MD) State-issued Photo ID & Social Security Card
- Drug Screening
- Able to pass background check

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement



Armed/Unarmed Security Officer

\$\sqrt{202-449-8663}\$



www.hopeprojectacademy.com

Duration

12 Weeks

Training Type

Security Training

Cost

\$5,000

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program prepares students for positions in the field of armed and unarmed security and protective services.

Eligibility Requirements

CASAS Test, No Criminal Record

Population Served:

- Adults
- Veterans
- Low-Income Individuals
- Returning Citizens

- Job Readiness
- Job Placement
- Referral
- Professional Clothing

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A WIDER CIRCLE

Jump Start

A Wider Circle 9159 Brookville Rd, Silver Spring, MD



Duration

Jump Start, 5 Days (Tuesdays, 2 PM); Strengths-Based Job Search Strategy, 1 Day

Training Type

Career Development Classes

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

Tuesdays at 2 pm is an interactive, 90-minute workshop where we explain what a Strengths-Based Job Search Strategy is and help the participant to identify their strengths and begin the work of developing their own strategy. Jump Start is a week of interactive workshops (one 90 minute workshop per day) that covers essential tools for the career development journey - expanding empowerment/agency, strengths-based job search, STAR method of interviewing, networking / informational interviewing, and the importance of self-compassion.

Eligibility Requirements

None

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals, Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Professional Clothing
- Career counseling
- Coaching
- Professional networking



Early Educator

Bright Beginnings Inc 3418 4th St SE, Washington, DC

& 202-340-8588 | <u>www.bbidc.org</u>

Duration

1 Year

Training Type

Practicum in conjunction with ECE education courses

Cost

Free

Languages Offered

English

Wards Served

Ward 7 Ward 8

Certification

N/A

Description

Parent Intern Program.

Eligibility Requirements

- CASAS Test
- Driver's License
- No Criminal Record

Population Served:

- Adults
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients, Homeless

- Job Readiness
- Job Retention
- Child Care
- Referral
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training



10-12 Months (September-June)

Training Type

Early Childhood Program

Cost

Free

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

N/A

Child Development Associate Program

Briya Public Charter School 100 Gallatin St NE, Washington, DC

& 202-232-7777 | <u>www.briya.org</u>



Description

This class prepares students to work as early childhood teachers, home visitors or directors of licensed homes or centers for children ages 0-5. Students completing this program can earn Childhood Development Associate (CDA) Credential.

Eligibility Requirements

- CASAS Test
- DC Resident
- 18+

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens, TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients, everyone is welcome

- Job Readiness
- Child Care



Transitional and Supported Employment Program

Capital Clubhouse Inc. 1517 18th St NW, Washington, DC

Duration

Ongoing

Training Type

Job Readiness and Job Placement

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

This is a highly structured program for members returning to work in local business and industry. Transitional Employment placements are at the employer's place of business, are part-time (15-20 hours per week), and include a lot of on-the-job and off-site support from Clubhouse staff and other members. Placements generally last from six to nine months.

Eligibility Requirements

Diagnosed Mental Illness

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Low-Income Individuals

- Job Readiness
- Job Placement



Workforce Development Program

Central Union Mission 65 Massachusetts Ave NW, Washington, DC

Duration

Varies

Training Type

Soft Skills

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider

Description

This program provides valuable training, job experience and references, as well as the opportunity to earn and save wages for permanent housing. Program participants no longer struggle with life-altering addictions or behavior and are motivated to achieve independent employment.

Eligibility Requirements

N/A

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals, Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral, Professional Clothing
- Budgeting and Financial Literacy
- Basic Computer Skills Training



Ready To Work

Central Union Mission 203 N St SW, Washington, DC



Duration

Varies, 2-3 Year

Training Type

Clean Teams

Cost

Free

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

Adult Education Training Provider

Description

Participants of Clean Team will sweep the designated sidewalks from the building or property line, walk and pick up trash in specific alleys weekly as identified by the BID/CID, and collect trash in rolling trash receptacles and replace them with new trash bags on a continuing basis during the hours and days of service. Participants will also remove filled garbage bags from trash receptacles on the sidewalks, maintain the MISSION rolling trash receptacles, washing them regularly, and cleaning them of graffiti and stickers, and clean out debris from cracks in the sidewalks as well as the tree pits and/or tree boxes.

Eligibility Requirements

DC Resident, DC Government-Issued ID

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans, Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals, Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral, Professional Clothing
- Budgeting and Financial Literacy
- Basic Computer Skills Training



16 Weeks

Training Type

Academic Enhancement for College Entry, Post-Secondary Studies

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider

College Readiness

Community College Preparatory Academy 2405 Martin Luther King Jr. Ave SE, Washington, DC



Description

This program allows students to save time and money! Individualized instruction from highly-qualified instructors ensures a student's successful completion of the Accuplacer exam, which evaluates a student's preparedness for college-level courses. Former students who have completed the college readiness program have enrolled in the University of the District of Columbia and American University fully equipped to take on college-level work.

Eligibility Requirements

- TABE score
- Prior Learning Experience

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans, Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Food Security Support
- Budgeting & Financial Literacy
- Basic Computer Skills Training
- GED
- CTE training



Varies

Training Type

Variety Across Industries

Cost

Free

Languages Offered

English, Spanish, Other

Wards Served

Districtwide

Certification

N/A

SNAP Employment & Training (SNAP E&T) Program

DC Department of Human Services 64 New York Ave NE, Washington, DC

& 202-535-1178 | <u>www.dhs.dc.gov</u>



Description

This program assists SNAP recipients in achieving their career goals by providing participants with a broad range of services focused on their interests and needs. The program is completely voluntary and participants receive reimbursements for eligible transportation, childcare, and other expenses related to participation.

Eligibility Requirements

Must be receiving SNAP benefits, but not TANF

Population Served:

- TANF Recipients
- SNAP recipients

- Transportation Support
- Access to Laptops & Technology
- Interpretation Services



Varies

Training Type

Variety Across Industries

Cost

Free

Languages Offered

English, Spanish, Other

Wards Served

Districtwide

Certification

N/A

TANF Employment & Education Program

DC Department of Human Services 64 New York Ave NE, Washington, DC

& 202-535-1178 | <u>www.dhs.dc.gov</u>



Description

The TANF Employment & Education Program provides coaching towards education and employment goals, but can also coach parents on goals they have for their child(ren) and families.

Eligibility Requirements

• Receipt of TANF benefits

Population Served:

- TANF Recipients
- SNAP Recipients

- Transportation Support
- Access to Laptops & Technology
- Interpretation Services



6 Weeks

Training Type

Leasing For Property Management Certification

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Leasing for Property Management

DC Housing Authority, Workforce Development Initiative/EnVision Center 203 N St SW, Washington, DC



Description

This program covers the ins and outs of leasing for property management, including the steps required to receive your leasing license.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral
- Professional Clothing
- Budgeting & Financial Literacy
- Basic Computer Skills Training



12 Weeks

Training Type

Commercial Driver's License Class B (CDL)

Cost

Free

Languages Offered

English

Wards Served

Ward 8

Certification

Adult Education Training Provider

Quick Path to Transportation

DC Infrastructure Academy, Department of Employment Services 2330 Pomeroy Rd SE, Washington, DC



www.dcinfrastructureacademy.org

Description

This course includes general knowledge and review of Federal Motor Carriers' safety regulations, vehicle inspection procedures, air brakes, and defensive driving techniques. This course includes 150 hours of theory and 300 hours of practical/Hands-on training including on-the road training.

Eligibility Requirements

- CASAS Test
- Driver's License

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement



AimHire Job Placement Program

Friendship Place 203 N St SW, Washington, DC

© 202-302-4229



www.friendshipplace.org/programsoutreach/aimhire-job-placement

Duration

Varies

Training Type

Job Readiness

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

This program utilizes the Employment First Model to empower participants who are experiencing unemployment to find jobs.

Eligibility Requirements

N/A

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients

- Job Readiness
- Job Retention
- Job Placement
- Professional Clothing



TANF Program

Jobs Have Priority Inc. 1526 Pennsylvania Ave SE, Washington, DC



202-594-3574 www.jobshavepriority.org

Duration

Varies by individual

Training Type

N/A

Cost

N/A

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

This program provides employment readiness through case coaching and monthly workshops to increase the essential skills and marketability of TANF residents entering the workforce. JHP Inc., connects customers with employment opportunities and linkage to the necessary resources to reach higher levels of self-sufficiency.

Eligibility Requirements

TANF recipient

Population Served:

- Adults
- Seniors
- Veterans
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Job Placement
- Referral



STRIVE

Samaritan Ministry of Greater Washington 1516 Hamilton St NW, Washington, DC



& 202-722-2280 | www.samaritanministry.org

Duration

3-4 Weeks

Training Type

Job Readiness and Career Development

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

STRIVE Certification (nationally recognized)

Description

STRIVE is an intensive job readiness training that focuses on attitude, accountability, personal responsibility, workplace ethics, professional etiquette, and interpersonal skills. Students receive career coaching, learn proper interview and resume writing techniques, and also receive long-term wraparound support to address barriers to employment.

Eligibility Requirements

• 18+

Population Served:

- Adults
- Seniors
- Veterans
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens

- Job Readiness
- Referral
- Professional Clothing
- Housing Stability Support
- Food Security Support
- Applying for Benefits
- DC REAL ID Vouchers
- Digital Literacy Training



Workforce Development Mentoring Program

StreetWise Partners 1615 L St. NW, Suite 1300, Washington, DC



www.streetwisepartners.org

Duration

13 Weeks

Training Type

Adult Mentoring Workforce Development Program

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

N/A

Description

This program serves adults from the DMV area who are either unemployed or underemployed who need help with job search. Adults are paired up with business professionals who share their skills, knowledge, and networks with the mentees. Mentees will get help with resume writing, interview skills, networking, public speaking, and other skills so they are able to secure and maintain a job.

Eligibility Requirements

- High School Diploma/GED
- Authorized to work in the United States
- 18+
- Access to Computer/Internet

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans, Undocumented Workers
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Family Rehousing Stabilization Program (FRSP) **Recipients**
- Rapid Rehousing (RRH) Recipients

Wrap Around Services Offered:

Job Readiness



Professional Development

Suited for Change 1023 15th St NW, Washington, DC

202-293-0351



www.suitedforchange.org

Duration

One hour Session with opportunity to follow up

Training Type

Mentor Coaching/ Interview Preparation/ Financial Literacy

Cost

Free

Languages Offered

English, Spanish

Wards Served

Districtwide

Certification

N/A

Description

After every client's first suiting appointment, clients can receive virtual or in-person coaching session from trained mentors. Each coaching session is individually tailored to the client's needs and focuses on bolstering the client's confidence in their qualifications and highlighting their strengths for upcoming interviews.

Eligibility Requirements

 All clients with a suiting session are eligible for coachina

Population Served:

- Adults
- Seniors
- Women Only
- Displaced Homemakers
- Dislocated Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Job Retention
- Professional Clothing
- Budgeting & Financial Literacy



Just Words

Washington Literacy Center 1133 15th St NW, Washington, DC

202-984-0003 | www.washlit.org

Duration

3 Months

Training Type

Low-level Reading Classes, Enrichment, and Tutorina

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

Just Words is for students reading between approximately the third-to fifth-grade levels when they enter. It is designed for adults who need to improve their reading and/or writing proficiency. Reading and writing concepts are taught explicitly and are practiced for automaticity and accuracy. Word structure, vocabulary, and comprehension are emphasized.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Referral
- Budgeting & Financial Literacy
- Basic Computer Skills Training



Just Math

Washington Literacy Center 1133 15th St NW, Washington, DC

202-984-0003 | www.washlit.org



Duration

3 Months

Training Type

Adult Basic Education

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This program provides adult learners with the math skills they needed to succeed. Students are placed into math classes based on their current level.

Eligibility Requirements

CASAS Test

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Referral, Budgeting & Financial Literacy
- Basic Computer Skills Training



Computer Fundamentals

Washington Literacy Center 1133 15th St NW, Washington, DC

www.washlit.org

Duration

4 Weeks

Training Type

Computer Basics Training

Cost

Free

Languages Offered

English

Wards Served

Districtwide

Certification

Adult Education Training Provider, Eligible Training Provider List (ETPL)

Description

This class is for students who want to start using computers or improve their existing skills. Topics include using the keyboard and the mouse, typing, word processing, saving, navigating to files and folders, using web browsers, virtual meeting spaces, using search engines, registering for email, and using email. At the end of the class all students who successfully completed the course receive a "Certificate of Completion".

Eligibility Requirements

• Driver's License

Population Served:

- Adults
- Seniors
- Individuals with Disabilities
- Veterans
- Undocumented Workers
- Long-term Unemployed
- Low-Income Individuals
- Returning Citizens
- TANF Recipients
- Rapid Rehousing (RRH) Recipients

- Job Readiness
- Referral, Budgeting & Financial Literacy
- Basic Computer Skills Training

ORGANIZATION LISTINGS

A Wider Circle

9159 Brookville Rd, Silver Spring, MD awidercircle.org 301-608-3504 Business & IT, Other

Academy of Hope Adult Public Charter School

2315 18th PI NE, Washington DC aohdc.org 202-269-6623 Healthcare, Business & IT

America Works of Washington DC

1627 K St NW, Washington DC americaworks.com 202-466-5627 Hospitality, Construction

Bright Beginnings Inc

3418 4th St SE Washington DC www.bbidc.org 202-340-8588 Other

Briya Public Charter School

100 Gallatin St NE, Washington DC briya.org 202-232-7777 Healthcare, Other

Byte Back

899 North Capitol St NE, Suite #850, Washington DC byteback.org/ 866-942-0143 Business & IT

Capital Clubhouse Inc.

1517 18th St NW, Washington DC capitalclubhouseinc.org 202-308-9690 Other

Catholic Charities

1618 Monroe St NW, Washington DC catholiccharitiesdc.org 202-939-2400 Construction

Central Union Mission

65 Massachusetts Ave NW, Washington DC missiondc.org 202-745-7118 Business & IT, Other

Collaborative Solutions for Communities

3333 14th St NW Suite 200, Washington DC wearecsc.org 202-518-6737 Business & IT

Community College Preparatory Academy

2405 Martin Luther King Jr. Ave SE, Washington DC ccprep-academy.org 202-610-5780 Construction, Business & IT, Other

Community Services of the Metropolitan Washington Council AFLCIO

815 16th St NW Suite 1100, Washington DC Communityservicesagency.org 202-974-8223
Construction

Congress Heights Community Training Development Corp.

3215 Martin Luther King Jr. Ave SE, Washington DC chctdc.org 202-563-5200 Construction, Business & IT, Law & Security

DC Central Kitchen

425 2nd St, NW Washington DC dccentralkitchen.org 202-234-0707 Hospitality

DC Department of Human Services

64 New York Ave NE, Washington DC dhs.dc.gov/ 202-535-1178 Other

DC Housing Authority, Workforce Development Initiative/EnVision Center

203 N St SW, Washington DC dchousing.org 202-645-5023 Hospitality, Healthcare, Construction, Other

DC Infrastructure Academy, Department of Employment Services

2330 Pomeroy Rd SE, Washington DC dcinfrastructureacademy.org 202-899-6040 Construction, Business & IT, Other

Edgewood/Brookland Family Support Collaborative

601 Edgewood St NE, Suite 25, Washington DC ebfsc.org 202-832-9400 Hospitality

Four Walls Career and Technical Education Center

1125 Neal St NE, Washington DC fourwallsctec.org 202-332-8022 Construction, Business & IT

Friendship Place

4713 Wisconsin Ave NW, Washington DC friendshipplace.org/programs-outreach/aimhire-job-placement/202-302-4229
Other

Goodwill of Greater Washington

1140 3rd St NE, Suite 350, Washington DC dcgoodwill.org 202-636-4225 Hospitality, Construction, Law & Security

GRID Alternatives Mid-Atlantic

1629 Benning Rd NE, Washington, DC gridalternatives.org/midatlantic 202-602-0191
Construction

HOPE Project

101 Xenia St SW First Floor, Washington DC hopeprojectacademy.com 202-449-8663
Business & IT, Law & Security

Jobs Have Priority Inc.

1526 Pennsylvania Ave SE, Washington DC jobshavepriority.org 202-594-3574 Other

La Cocina VA

918 S Lincoln St, Arlington, VA lacocinava.org 703-596-1557 Hospitality, Business & IT

Literacy Council of Northern Virginia

3016 Martin Luther King Jr. Ave SE, Washington DC oicdc.org 202-373-0330 Hospitality, Healthcare, Business & IT

Opportunities Industrialization Center of DC (OIC/DC)

4713 Wisconsin Ave NW, Washington DC friendshipplace.org/programs-outreach/aimhire-job-placement/202-302-4229
Other

Samaritan Ministry of Greater Washington

1516 Hamilton St NW, Washington DC samaritanministry.org 202-722-2280 Other

Skyland Workforce Center/Building Bridges

2509 Good Hope Rd SE, Washington DC skylandworkforcecenter.org 202-793-2141 Construction, Business & IT

SOME Center for Employment Training

4430 Benning Rd NE, Washington DC some.org/services/job-training 202-292-4460 Healthcare, Construction

StreetWise Partners

1615 L St. NW, Suite 1300, Washington DC streetwisepartners.org/ 202-454-2022 Other

Suited for Change

1023 15th St NW, Washington DC suitedforchange.org 202-293-0351 Other

Together We Bake

212 South Washington St, Alexandria, VA togetherwebake.org 703-973-8775 Hospitality

Urban Ed, Inc.

2041 Martin Luther King Jr Ave, SE, Suite M-2, Washington DC urbaned.org 202-610-2344 Business & IT

Washington Literacy Center

1133 15th St NW, Washington DC washlit.org 202-984-0000 Business & IT, Other

Washington Literacy Center

1133 15th St NW, Washington DC washlit.org 202-984-0000 Business & IT, Other

Wesley Housing Development Organization

5515 Cherokee Ave, Alexandria, VA wesleyhousing.org 703-642-3830 Business & IT

Youthbuild DC Public Charter School

1023 15th St NW, Washington DC suitedforchange.org 202-293-0351 Other

Glossary of Terms

Center for Employment Training (CET)

Center for Employment Training (CET) is a place that provides the training and support needed to land a job in a chosen field.

Comprehensive Adult Student Assessment Systems (CASAS) Score

Comprehensive Adult Student Assessment Systems (CASAS) Score is used to determine a person's skill level and aptitude in math and reading to determine an applicant's eligibility for programs.

Dislocated Worker

Dislocated Worker is an unemployed individual that has experienced an involuntary job loss or layoff that is eligible to receive unemployment benefits.

Displaced Homemaker

Displaced Homemaker is an individual who has been providing unpaid services to family members in the home.

Eligible Training Provider List (ETPL)

Eligible Training Provider List (ETPL) is an approved list of training and occupational skills training programs authorized to receive Workforce Innovations and Opportunity Act (WIOA) funding.

GED

GED is a series of four subject tests a person can take to demonstrate their high school academic knowledge.

In-Demand Industry

In-Demand Industry is based on data and information where there is a greater likelihood of gaining employment. The District's high in-demand industries are construction, healthcare, hospitality, information and technology (IT) and law and security.

Family Rehousing Stabilization Program (FSRP)

Family Rehousing Stabilization Program (FSRP) supports families who experience homelessness or are at imminent risk of homelessness.

Job Readiness

Job Readiness is the training an individual receives to prepare them to seek or obtain employment, and to keep their jobs once they are hired.

Job Retention

Job Retention shows the number of individuals that have left their job in a certain period, either voluntarily or involuntarily.

PPD Test

PPD Test is taken by a person to determine if you have tuberculosis (TB).

Proof of Income

Proof of Income is documentation that shows an individual's earnings during a set period of time.

Proof of Residence

Proof of Residence is the documents needed to verify that the person is a DC resident.

Returning Citizens

Returning Citizens is an individual who was previously incarcerated.

Temporary Assistance for Needy Families (TANF)

Temporary Assistance for Needy Families (TANF) is a program designed to help low-income families and children achieve economic self-sufficiency, providing monthly cash assistance payments and other services.

Rapid Rehousing Recipient

Rapid Rehousing Recipient is a person experiencing homelessness that is eligible to receive a tailored package of assistance from time-limited financial support and targeted supportive services.

TABE Score

TABE Score is the results of an assessment used in adult education that provides a measurement of basic skills that adults need to succeed, both on the job and in life.

Prepared by

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