



WORKFORCE DEVELOPMENT IN THE DISTRICT OF COLUMBIA: A RESOURCE MAP



Preparing residents for jobs and careers is one of the key ways the District of Columbia can shape its future. Effectively using resources to help DC residents learn new job skills, sharpen existing ones and match them with employers is critical not only to economic development but to reducing unemployment, lifting families out of poverty, and lessening the income inequality gap.

The District has more than 30 programs and services across a dozen city agencies that help prepare residents for work and assist them in job searches and placements. Some serve residents with varied skills and backgrounds, while others are targeted at specific groups, such as youth or residents with disabilities. The enclosed “resource map” offers a snapshot of the city’s investment in workforce development over the course of one fiscal year. The services highlighted include literacy and adult education, job readiness training, occupational skills training, subsidized on-the-job training, and assistance for employers.

The map shows what the District spends on workforce development, what services are offered, and who is served. In their efforts, District agencies partner with non-profit organizations, colleges, and for-profit training providers as well as employers. While the resource map is designed as an at-a-glance summary of workforce development activities, the accompanying pages provide a more granular look at each agency that is part of the city’s workforce development efforts, and—where information was available—offer more detail on the vendors and partner organizations that provide services.

The data for the resource map were obtained directly from each agency, as well as through budget documents and publicly released reports. Except where noted, the data are from Fiscal Year 2010 and do not include one-time federal Recovery Act funds.

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UNIVERSITY OF THE DISTRICT OF COLUMBIA (UDC),
www.udc.edu

The University of the District of Columbia (UDC) is the District's urban land-grant institution of higher education. Until 2009, UDC was the only public institution of post-secondary learning in the District of Columbia. In Fall 2009, the university began operating a community college to focus specifically on workforce development and more career-oriented education.

The funding numbers for UDC are for Fiscal Year 2010 and include both continuing education and nursing and allied health professions. The continuing education mission of UDC has largely transferred to the community college.

UNIVERSITY OF THE DISTRICT OF COLUMBIA COMMUNITY COLLEGE (UDC-CC), cc.udc.edu

The University of the District of Columbia-Community College (UDC-CC), formerly known as Community College of the District of Columbia or CCDC, is the District's community college. UDC-CC began operations in Fall 2009, offering a range of academic, workforce development-oriented, and continuing education courses that had traditionally been offered by the University of the District of Columbia. The program funding numbers for UDC-CC are from Fiscal Year 2011, in order to reflect its growing course offerings and funding.

Community colleges play a critical role in providing academic and hands-on skills to help train and re-train workers, especially in high demand fields.

DC PUBLIC LIBRARY (DCPL), www.dclibrary.org

DC's public library system offers help in finding basic adult literacy classes, tutors for reading, and assistance for taking the GED. The system's flagship Martin Luther King Jr. Memorial Library hosts the Adult Literacy Resource Center and neighborhood branches also offer computers to assist in the job search process, reference books to help with resume writing and other job search materials.

OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION (OSSE), osse.dc.gov

OSSE is the District's state-level education agency. Two divisions focus on workforce development: Adult and Family Education and Career and Technical Education.

Adult and Family Education provides funding for adult basic education, adult secondary education, and English as a Second Language. Grantees include:

- Academy of Hope
- Action to Rehabilitate Community Housing (ARCH)
- Booker T. Washington Public Charter School
 - Virtual Enterprise Day and Night Programs
- Catholic Community Services/Catholic Charities
- Covenant House Washington
- Congress Heights Training Center
- Ethiopian Community Center
- Excel Institute
- Family Place
- Gospel Rescue Ministries
- Language, ETC
- Latin American Youth Center
- Living Wages of Washington
- Literacy Volunteers and Advocates of America
- Lt. Joseph P. Kennedy Institute of Catholic Charities
- Marshall Heights Community Development Organization
- Mary's Center
- National Organization of Concerned Black Men
- Opportunities Industrialization Center
- Perry School Community Services Center
- Washington Literacy Council
- Washington Very Special Arts
- YWCA National Capital Area

OSSE's Career and Technical Education division funds programs focused on job-oriented skills and training. Grantees include:

DC Public Schools	\$ 2,500,000
Booker T. Washington Public Charter School	\$ 54,000
Friendship Collegiate Academy Public Charter School	\$ 263,000
IDEA Academy	\$ 75,000
UDC-CC/UDC	\$ 717,000
Department of Youth Rehabilitation Services (also under DYRS)	\$ 42,150

OFFICE ON LATINO AFFAIRS (OLA), ola.dc.gov

OLA's workforce development focus is within the Latino Community Development Grant Competition. The proposals are evaluated based on the quality of the program and the impact on the community. The chart below lists grantees for Fiscal Year 2010:

ORGANIZATION	TRAINING	GRANT
Andromeda Transcultural Health Center	Trains bilingual adults to become medical assistants	\$ 45,000
ARRIBA Center	Job preparedness training for adults with disabilities	\$ 40,000
Capital Area Asset Builders	Financial management training	\$ 20,000
Catholic Charities	Building maintenance training program for adults	\$ 45,000
FIDMi	Financial literacy programs and micro-enterprise development	\$ 37,500
Greater Washington Hispanic Chamber of Commerce	Small Business Technical Assistance Program	\$ 43,000
Kids' Corner Day Care Center	Training to teaching staff to improve use of technology, curriculum development, English language skills, and cross-cultural communication skills	\$ 20,000
Life Skills Center	Educational and job preparedness services to clients with intellectual and developmental disabilities	\$ 25,000
Multicultural Community Service	Interpreter training to bilingual adults	\$ 40,000
Spanish Catholic Center	Construction trade employment referrals, math and English as a Second Language training for adults	\$ 45,000

DOES is the main DC government point of contact for District job seekers, as well as the agency that administers unemployment compensation. Within the agency's workforce development division, the following programs provide services for residents and employers:

TRANSITIONAL EMPLOYMENT PROGRAM: This program targets some of the city's hardest-to-employ residents and combines education and job readiness skills with subsidized, on-the-job training.

DC WORKS! CAREER CENTERS: These are the District's federally-funded One-Stop centers, designed to help job seekers with counseling, job search, and training through authorization of individual training accounts among other job-related services.

APPRENTICESHIP TRAINING: Apprenticeship programs offer vocational training in specific construction-related skills such as plumbing and electrical work.

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM: This program provides subsidized community-service jobs to low-income residents, 55 years of age and older.

ADULT JOB TRAINING: These local funds were designated by the DC Council to go toward training residents for high-demand jobs. Designated recipients of these funds are the Excel Institute and Carlos Rosario International Public Charter School.

EMPLOYER SERVICES: These funds are designed to help employers hire DC residents.

SUMMER YOUTH EMPLOYMENT PROGRAM: This six-week summer program offers District youth aged 14 to 21 subsidized work.

YEAR-ROUND YOUTH PROGRAM: This program is divided into two efforts: one focused on youth in school, and one focused on those no longer in school. The out-of-school program serves DC residents, ages 16 to 21 who are no longer attending secondary or post-secondary school, and provides basic education and computer training, as well as vocational skills training. DC youth attending school in grades 9 through 12 are eligible for the in-school program, which provides academic enrichment activities, work-readiness skills, and leadership development.

MAYOR'S YOUTH LEADERSHIP INSTITUTE: The Mayor's Youth Leadership Institute is a year-round program to work on leadership and self-development skills.

INDIVIDUAL TRAINING ACCOUNTS (ITAs) Under Title I of the Workforce Investment Act, adult job seekers may receive occupational training while pursuing employment. A determination of the need for additional training is made after consultation with a case manager at a DC Works! center. A training voucher, known as an Individual Training Account (ITA), can be used for up to \$4,000 of training services. The following chart details providers, training if known, and dollars allocated in Fiscal Year 2010.

INDIVIDUAL TRAINING ACCOUNT PROVIDERS	TYPE OF TRAINING	DOLLARS ALLOCATED
ACT College	Health Care	\$ 2,700
Anchor Renaissance Institute	Mortgage/Finance	\$ 4,000
Anne Arundel Community College	Higher Education	\$ 2,700
ASM Educational Center	IT Training	\$ 57,000
AYT Institute	Automotive	\$ 48,000
Bennett Beauty Institute	Cosmetology	\$ 8,500
Business Interface, LLC	Customer Service	\$ 6,500
Byte Back	IT training	\$ 39,500
Career Blazers Learning Center	Administrative/IT	\$ 74,000
Career Technical Institute Inc.	Admin, Health Care, IT	\$ 9,600
Catholic University of America	Higher Education	\$ 27,000
College of Southern Maryland	Higher Education	\$ 6,400
Dudley Beauty College	Cosmetology	\$ 2,200

Dyaran Sandila	IT	\$ 97,000
DBA 3 Soft USA		
Enterprise Medical Management	Medical office	\$ 19,500
George Mason University	Higher Education	\$ 59,000
Georgetown University	Higher Education	\$ 102,000
George Washington University	Higher Education	\$ 7,000
Global Resource Management Inc.		\$ 12,000
Heavy Equipment Training Academy	Commercial Driver's License	\$ 215,000
Howard University	Higher Education	\$ 20,000
ICI Systems	IT	\$ 36,000
Medicine Circle		\$ 7,500
Montgomery College	Higher Education	\$ 3,900
Montgomery Ministry for Economic Development		\$ 2,700
National Housing Corporation		\$ 95,000
National Phlebotomy Association	Health Care	\$ 8,500
Opportunities Industrialization Center		\$ 80,000
Paralegal Institute of Greater Washington	Paralegal	\$ 30,000
Prince George's Community College	Higher Education	\$ 1,300
Quality First Training Center	Health Care	\$ 3,700
Rize Up Technology Training	IT	\$ 65,500
Sanz School, now MedTech	Health Care	\$ 16,100
SHD Holdings Inc./ Academy of Computer Ed	IT	\$ 23,900
Shippers Choice of Virginia	Commercial Driver's License	\$ 4,000
So Others Might Eat	Admin, building trade	\$ 24,100
Spectrum Beauty Academy	Cosmetology	\$ 3,500
Strategy USA		\$ 7,900
Strayer University	Higher Education	\$ 13,500
Technical Learning Center	Office, Health Care	\$ 44,200
The French Institute		\$ 4,000
Toni Thomas Associates		\$ 32,000
Urban Solar Solutions		\$ 1,600
University of the District of Columbia	Higher Education	\$ 48,900
VMT Education Center	Health Care	\$ 24,100
VW Associates		\$ 35,000
Washington Metropolitan Area Transit Authority		\$ 40,000
Westlink	EMS Training	\$ 56,000

DOES, in its Year-Round Youth Program, works with partner organizations, and here are the partners for Fiscal Year 2010:

ORGANIZATION	FUNDING
Adams Morgan Youth Leadership Academy	\$ 44,000
Alliance of Concerned Men	\$ 45,000
Amy Jacques Garvey Institute	\$ 75,000
Associates for Renewal in Education	\$ 142,500
Covenant House Washington	\$ 14,000
Federal Management Systems	\$ 129,000
Friends of Carter Barron	\$ 69,000
H.U.Inc./Armour J. Bkl. Cent.	\$ 53,000
Henkels & McCoy Inc. Training	\$ 80,500
Howard University	\$ 2,625
Latin American Youth Center	\$ 118,000
Martha's Table	\$ 42,100
Opportunities Industrial Center	\$ 170,800
PEECC	\$ 81,700
Perry School	\$ 30,000
Powell House Project	\$ 72,200
Synergistic	\$ 201,800
United Planning Organization	\$ 36,300
Voices of Our Sisters	\$ 33,500

DEPARTMENT ON DISABILITY SERVICES (DDS), dds.dc.gov

DDS helps residents with disabilities lead productive lives, and its employment readiness and placement services program assists residents with disabilities obtain work.

DEPARTMENT OF HUMAN SERVICES (DHS), dhs.dc.gov

DHS provides income and other supportive services to help families become self-sufficient. The agency administers several programs designed to help residents obtain work. Three of those programs are within **Temporary Assistance for Needy Families (TANF)**: TANF employment program, tuition assistance and the UDC Paths program.

TANF Employment Program (TEP): TEP works with six vendors that provide job readiness services: Pilgrim AME Church, Maximus, ARCH Training Center, Arbor Education and Training, United Planning Organization, and Career Team.

Tuition Assistance Program Initiative for TANF (TAPIT): TAPIT assists eligible residents receiving TANF in obtaining a two- or four-year degree. TAPIT scholarships are need-based and awards are made up to \$4,000 per academic school year.

Paving Access Trails for Higher Security (PATHS): PATHS is a partnership between DHS and the University of the District of Columbia (UDC)/School of Business and Public Administration to emphasize life management skills and training to get families on the path of self-sufficiency.

DHS also administers the **Food Stamp Employment and Training (FSET)** program, which provides job training and employment services for food stamp recipients. Each state is required by federal law to operate an FSET program—which may include a broad range of work, training, and job search components.

DEPARTMENT OF YOUTH AND REHABILITATION SERVICES (DYRS), dyrs.dc.gov

DYRS is the District's juvenile justice agency. It administers detention, commitment and aftercare services for youth held under its care in its facilities or residing in the DC community. In Fiscal Year 2010, the agency had four workforce development programs in place. Career and technical training was an inter-agency grant from the state superintendent. DYRS also had a U.S. Department of Labor grant, money to help youth offenders transition back to the community and additional career and vocational training.

DEPARTMENT OF MENTAL HEALTH (DMH), dmh.dc.gov

DMH serves more than 17,000 adults, children and youth and their families each year through a network of community based providers and unique government delivered services. It also operates Saint Elizabeths Hospital—the District's inpatient psychiatric facility. Within its Adult Services division, the agency helps those with mental health issues obtain work through supportive employment.

DEPARTMENT OF THE ENVIRONMENT (DDOE), ddoe.dc.gov

DDOE is a relatively new agency, combining energy, urban forestry and environmental health. In its FY 2010 budget, DDOE lists a youth green jobs program. This funding comes from the DOES Summer Youth Employment Program, specifically for work within DDOE.

DEPUTY MAYOR FOR PLANNING AND ECONOMIC DEVELOPMENT (DMPED), dmped.dc.gov

DMPED is the lead agency for executing the Mayor's economic development strategy. In FY 2010, DMPED had two programs that support workforce development.

Neighborhood Investment Fund: The Neighborhood Investment Fund finances economic development and neighborhood revitalization in 12 targeted areas of the District.

The chart below lists NIF-funded organizations and funding dedicated toward workforce development.

NIF-FUNDED ORGANIZATIONS	FUNDING DEDICATED TO WORKFORCE DEVELOPMENT
Academy of Hope	\$ 42,500
Ace Mentor Program	\$ 12,675
ARCH Training Center	\$ 17,500
Byte Back	\$ 27,500
Columbia Heights/Shaw Family Support Collaborative	\$ 39,000
East of the River Clergy, Police, Community Partnership	\$ 15,000
Hopefinders, Inc.	\$ 19,000
Latin American Youth Center	\$ 34,000
Lead The Way Foundation	\$ 35,000
Opportunities Industrialization Center	\$ 42,500
Sasha Bruce Youthwork	\$ 32,500
Brandywine Street Association	\$ 37,500
Young Ladies of Tomorrow	\$ 42,500
Urban Ed, Inc.	\$ 32,370

New Communities: New Communities is a public-private approach to reduce poverty and preserve affordable housing through economic revitalization and creation of mixed-income communities in four targeted neighborhoods: Park Morton in Ward 1, Northwest One (Temple Courts/Sursum Corda) in Ward 6, Lincoln Heights/Richardson Dwellings in Ward 7, and Barry Farm in Ward 8. Workforce development efforts include skills assessment, job coaching, resume writing, and job search assistance.

NEW COMMUNITIES	PARTNER ORGANIZATION
Barry Farm	Far Southeast Family Strengthening Collaborative
Lincoln Heights/ Richardson Dwellings	East River Family Strengthening Collaborative
Northwest One	Housing Opportunities Unlimited /Perry School
Park Morton	Housing Opportunities Unlimited

DC OFFICE ON AGING (DCOA), dcoa.dc.gov

DCOA provides health, education, employment, and social services for the District's senior residents. The department's Older Workers Employment and Training Program offers targeted workforce development services through the efforts of the two job counselors and a program manager.

The program supports two training programs run in coordination with the University of the District of Columbia:

Home Health Aide Training Program: This program provides non-medical home assistance training. DCOA usually refers 30 participants to this training per year.

Clerical Support Training Program: This program provides students with basic administrative support skills which include typing and computer literacy. The agency usually refers 10 participants to this training per program year.

WORKFORCE DEVELOPMENT FUNDS AND SERVICES IN THE DISTRICT OF COLUMBIA*

Cluster	ECONOMIC DEVELOPMENT AND REGULATION												HUMAN SUPPORT SERVICES								PUBLIC WORKS	PUBLIC EDUCATION											
Agency	Department of Employment Services											Deputy Mayor for Planning and Economic Development		Office on Aging	Office on Latino Affairs	Department of Human Services				Department of Youth Rehabilitation Services				Department on Disability Services	Department of Mental Health	Department of the Environment	Office of the State Superintendent of Education		University of the District of Columbia		University of the District of Columbia Community College (UDC-CC)		DC Public Library
Program	Transitional Employment Program	DC Works! Career Centers (One-Stop Centers)	Office of Apprenticeship Information and Training	Senior Community Service Employment Program	Locally-funded Adult Job Training (in FY2010 budget under Program Performance Monitoring)	Employer Services	Summer Youth Employment Program	Year-Round Youth Program (Combines In-School and Out-of-School)	Mayor's Youth Leadership Institute	Program Performance Monitoring	Neighborhood Investment Fund	New Communities	Older Workers Employment and Training Program	Latino Community Grants Competition	Food Stamp Employment and Training Program (FSET)	Temporary Assistance to Needy Families (TANF) Employment Program	UDC Paths Program (TANF)	Tuition Assistance Program Initiative for TANF (TAPIT)	Education and Workforce Development	Career and Technical Training (through OSSE)	Workplace and Community Transition Training	Career and Vocational Training	Employment Readiness and Placement Services	Adult Services Supportive Employment	Green Jobs and Youth (through SYEP)	Adult and Family Education	Career and Technical Education	Continuing Education (Moved into UDC-CC Workforce Development in FY11)	Nursing and Allied Health Professions	Workforce Development Program (FY 11)	Academic Programs (FY 11)	Literacy Resources	
Total Program Funding	\$8,210,000	\$4,975,000	\$873,000	\$974,000	\$3,653,000	\$3,035,000	\$22,698,000	\$9,786,000	\$1,200,000	\$4,007,000	\$430,000	\$200,000	\$345,000	\$361,000	\$1,594,000	\$11,909,000	\$2,000,000	\$178,000	\$3,000,000	\$42,000	\$60,000	\$150,000	\$5,578,000	\$1,235,000	\$1,058,000	\$4,719,000	\$4,600,000	\$5,270,000	\$662,000	\$4,987,000	\$4,100,000	\$480,000	
Local Funding	\$8,210,000		\$776,000	\$28,000	\$3,653,000	\$286,000	\$22,698,000	\$5,585,000	\$1,200,000		\$430,000	\$200,000	\$345,000	\$361,000	\$668,000	\$10,697,000	\$2,000,000	\$178,000			\$60,000	\$150,000	\$4,305,000	\$1,235,000	intra-agency from DOES Summer Youth Employment Program	\$3,216,000	\$250,000	\$5,270,000		\$4,987,000	\$4,100,000	\$259,000	
Federal Funding		\$4,975,000	\$97,000	\$946,000		\$2,749,000		\$4,201,000		\$4,007,000					\$926,000	\$1,212,000			\$3,000,000	\$42,000			\$1,273,000			\$1,503,000	\$4,350,000		\$662,000			\$221,000	
Federal Funding Agency		U.S. Department of Labor	U.S. Department of Labor	U.S. Department of Labor		U.S. Department of Labor		U.S. Department of Labor		U.S. Department of Labor					US Department of Agriculture	US Department of Health and Human Services			U.S. Department of Labor	U.S. Department of Education			U.S. Department of Education			U.S. Department of Education	U.S. Department of Education		U.S. Department of Education			Institute of Museum and Library Services	
Federal Grants		WIA Dislocated Workers; Employment Services; WIA Adult; Disabled Veterans Opportunity Program; Local Veterans Employment Assistance	State Apprenticeship	Senior Community Service Employment Program; Older Worker Program		Employment Services; WIA Adult; WIA Dislocated Workers; Local Veterans; Work Opportunity Tax Credit; WIA National Emergency BRAC		WIA Youth		WIA Dislocated Workers; WIA Adult; WIA National Emergency; WIA Youth; Workforce Information					Supplemental Nutrition Assistance Program Education and Training (SNAP E&T)	TANF			Local Young Offenders Competitive Grant	Carl D. Perkins Act (through OSSE)			Rehabilitation Act			WIA Adult Education and Family Literacy Act	Carl D. Perkins Act						
Services																																	
Education	◆							◆	◆	◆	◆	◆			◆		◆	◆								◆	◆	◆	◆	◆	◆	◆	◆
Work Readiness	▲	▲		▲			▲	▲	▲	▲	▲	▲	▲	▲	▲	▲			▲	▲	▲	▲	▲	▲	▲		▲		▲	▲	▲	▲	▲
Occupational Skills Training	●	●	●	●										●	●				●	●	●	●	●	●		●	●	●	●	●	●	●	●
On the Job Training	★		★	★			★						★		★				★		★	★	★										
Job Search and Placement	■	■	■	■							■	■	■	■	■	■			■		■	■	■	■	■								
Employer Services				✓		✓																											
Target Population	21 or older; currently unemployed; not receiving TANF or unemployment compensation; live in targeted areas of the District	adult and older youth job seekers	16 or older; interest in construction-related fields	55 or older; current income at or below federal poverty level	adult job seekers	employers	Young Adults, 14 to 21	In-School, 14 to 18 years old; Out-of-School, 16 to 21 years old	14 to 17 years old	no information available	residents of 12 targeted DC neighborhoods	New Communities residents	55 and older	Latino residents	Food Stamp recipients	TANF recipients	TANF recipients	TANF recipients with high school diploma or GED enrolled in college	DYRS youth	DYRS youth	DYRS youth	DYRS youth	District residents with disabilities	residents who receive mental health services through DMH	SYEP Participants	adults who need basic and secondary literacy skills as well as English as a Second Language Learners	adults who need vocational training	UDC students	no information available			residents seeking literacy skills	
Participants Per Year	500	22,000	878	134	no information available	no information available	14,000	393	250	no information available	no information available	100 adults, 300 youth	350 to 400	no information available	4,949	4,480	1,638	200	100 youth (75 subsidized internships, work readiness and job coaching for 45 youth, occupational training for 15)	15	35	100	8,000	610		4,247	no information available	no information available	no information available	no information available	no information available		

EXPLANATION OF TERMS

Cluster: Umbrella grouping of DC government agencies as outlined in DC budget

Agency: DC government department

Program: Subdivision of department tasked with specific services

Total Program Funding: Entirety of dollars allocated for program

Local Funding: Program dollars allocated by the mayor and DC Council from the General Fund

Federal Funding: Program dollars allocated from federal grants and funds

Federal Grants: Specific federal funding sources; for example, WIA (Workforce Investment Act)

SERVICES

◆ **Education:** Literacy and math skills, plus post-secondary

▲ **Work Readiness:** Training focused on workplace behavior and communication skills

● **Occupational Skills Training:** Training related to skills for a specific vocation or profession

★ **On the Job Training:** Subsidized employment in workplace

■ **Job Search and Placement:** Assistance to job seekers in finding eligible employers and positions

✓ **Employer Services:** Assistance to employers.

*Data is from fiscal year 2010, except where noted.