HVRP grant recipients provide training targeted to the specific industries, occupations, and skills that are in demand locally. Training services can be provided in-house, through partners in the community, or the American Job Center (AJC).

HVRP Participant Training

Effective training equips HVRP participants with the skills needed to achieve their career goals. Some examples of job training that may be provided to participants are on-the-job training (OJT), apprenticeships, customized job training, upgrading and retraining, or other work-based learning, and occupational skills training provided by the applicant or a third-party training provider. Life skills, financial management, resumé writing, and interviewing preparation, and other job readiness or preparation services **are not considered** job-driven training. Employment and training programs must target in-demand occupations indicated in the Labor Market Information provided in the Statement of Need within the grant recipient's approved project narrative. Please note that placement into an unsubsidized apprenticeship is considered placement into employment.

For requirements related to participant training goals for HVRP grant recipients, please see the most recent guidance from the [Department of Labor, Veterans' Employment and Training Service (DOL/VETS)](#).

Supportive Services and Training Differences

While supportive services can be critical for a veteran participating in HVRP, they **do not** meet the criteria for the HVRP training requirement. Supportive services are part of the case management process. Below are examples of supportive services that are not considered training by HVRP guidelines:

- Life Skills
- Resume Writing
- Job Search Skills
- Mock Interviewing

- Financial Literacy
- Time Management
- Soft Skills
- Stress Management

For participants who need assistance with topics that are considered supportive services, [Off-Base Transition Training (OBTT)](#) provides workshops for veterans related to employment. While OBTT workshops are not considered job-driven training, the information provided in these workshops enhances case management services to HVRP participants and can be counted as an employment service within the performance report.

Please note that the examples included above are not an exhaustive list. If you have questions regarding acceptable participant training by HVRP guidelines, please contact your Grant Officer Technical Representative (GOTR).

Career-Path and Training-Path Matching

Sometimes, finding the right training path for HVRP participants takes out-of-the-box thinking! The resources below can be used to help your HVRP staff lead discussions with veteran participants to identify suitable, accessible, and valuable training opportunities that will equip them with the tools and knowledge necessary to reenter the workforce.

Accessibility is key when it comes to providing training support to HVRP participants. For many HVRP participants, especially those in rural localities, transportation can be a barrier to accessing training opportunities and stable employment. In the examples below, you will find web-based and virtual training options, in addition to training opportunities that can be provided on-site, to ensure all veterans have access to the training and support they need.
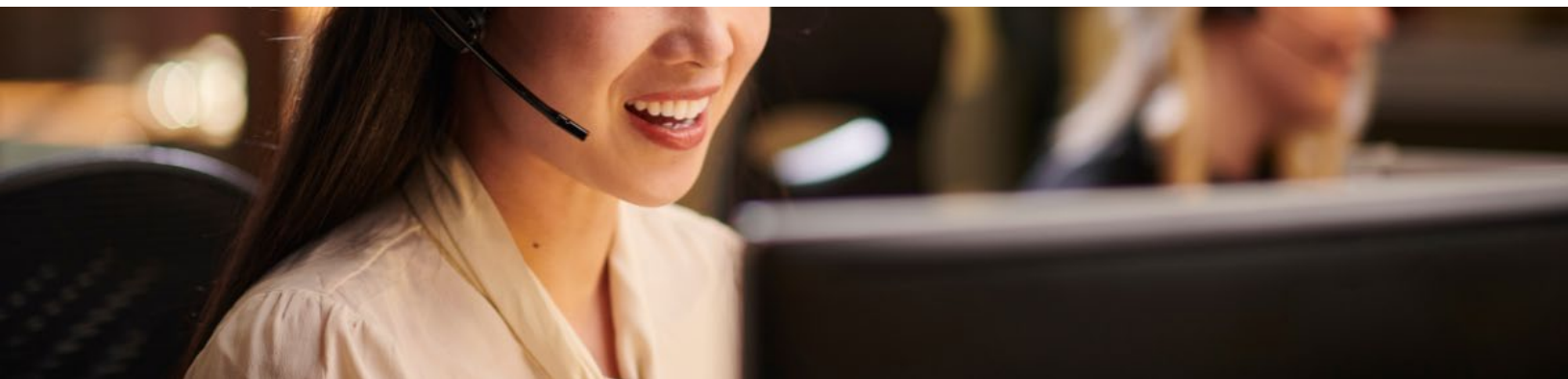
Computers and Information Technology (IT)

If the veteran is interested in computers and IT careers, consider the following training paths:

- Introductory programming language courses (i.e., Java, JavaScript, HyperText Markup Language [HTML], etc.)
- Project management training for veterans seeking managerial roles in IT
- Specialist certifications
- CompTIA
  - Offers various IT certifications including, but not limited to, A+, Linux+, Data+, DataSys+, DataX, and more
- Apple Training
  - Apple IT Training and Certification
  - Apple iOS App Development
- Udemy
  - IT and Software Courses
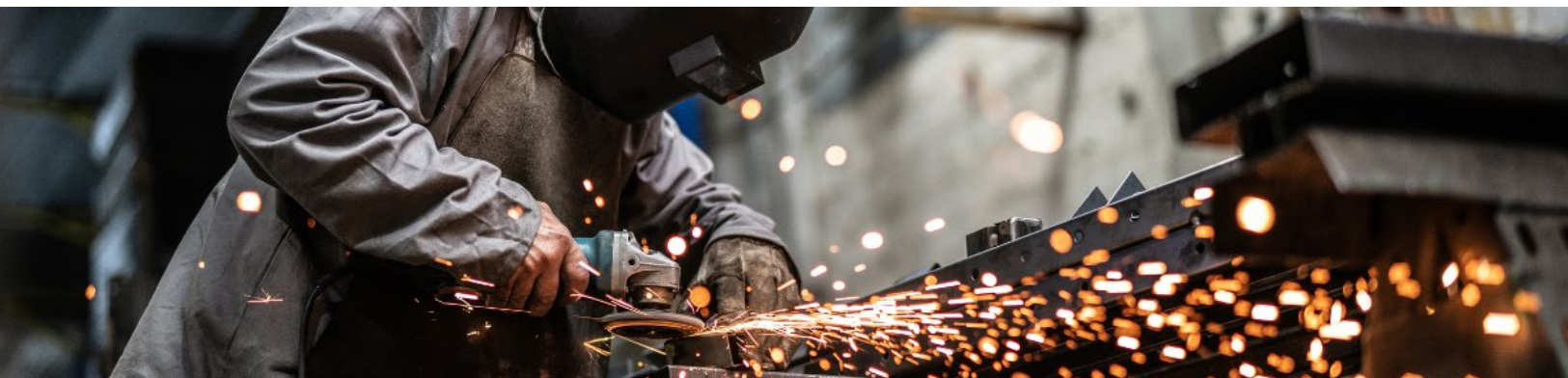
- Code Academy
  - Provides various training courses related to IT and developer tools
- Federal Virtual Training Environment (FedVTE)
  - Free online cybersecurity training for U.S. government personnel and veterans
  - Courses align with other IT certifications (i.e., Certified Information Systems Security Professional)
- Cisco Certified Network Associate (CCNA)
  - Certification courses that provide knowledge and skills in network fundamentals and access, Internet Protocol (IP) connectivity, IP services, security fundamentals, and more
- LinkedIn Learning
  - ServiceNow Certification
  - HTML Essential Training
  - Cascading Style Sheets (CSS) Essential Training
  - GitHub Certification

Customer Service

If the veteran is interested in customer service careers, consider the following training paths:

- Training courses on leadership and management skills to prepare veterans for the possibility of upward mobility in their role
- Coursera
  - Online customer service courses with certifications
  - Offers courses on a wide range of customer service topics (call centers, customer relationships management)
- LinkedIn Learning
  - Customer Service Training
  - Zendesk Certification
  - Corporate Finance Foundations Certification

Manufacturing and Industrial

If the veteran is interested in manufacturing and industrial careers, consider the following training paths:

- Safety training
- Specialist certifications (i.e., Programmable Logic Controller [PLC] Technician Certificate)

Training Opportunities:

- Occupational Safety and Health Administration (OSHA) Certification:
    - Can be earned through any accredited OSHA Training Institute (OTI) Education Centers
    - Often paid for by employers in these industries
- SafetySkills: Manufacturing
    - Provides hundreds of training courses related to manufacturing careers
- National Association of Safety Professionals: Manufacturing Industry Safety Training
    - Provides in-depth courses on various safety topics in the manufacturing industry
- Six Sigma Certification
    - Six Sigma or Lean Six Sigma training options

Hospitality Industry (i.e., Food Service)

If the veteran is interested in careers in hospitality, consider the following training paths:

- Training courses on leadership and management skills to prepare veterans for the possibility of upward mobility in their role
- Customer experience training
- ServSafe®
    - Required by many employers if working directly with food; can be done virtually or in person
- LinkedIn Learning
    - Customer Service Skills for Any Industry Course
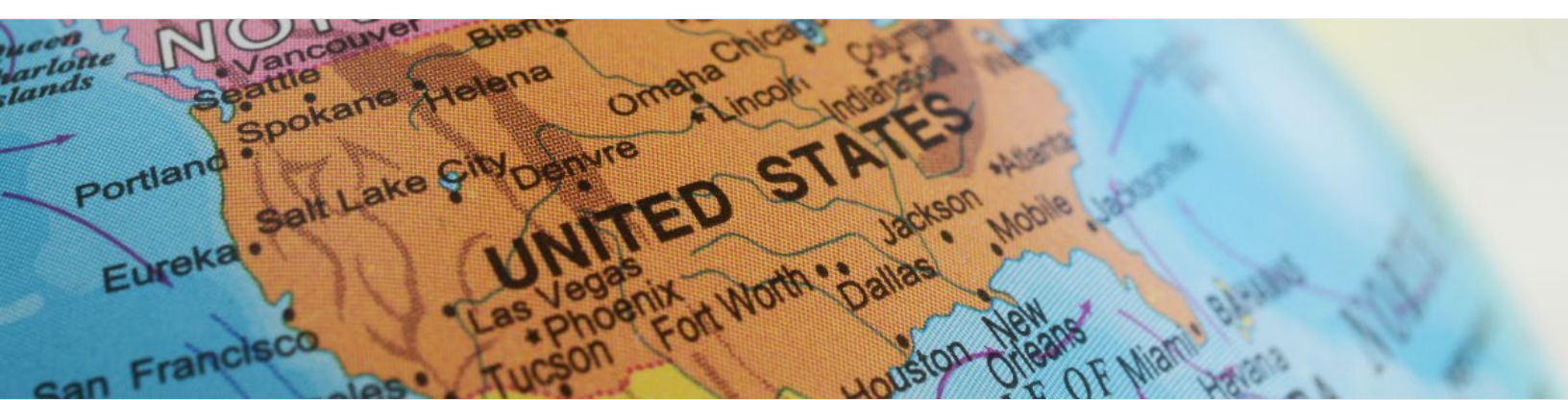   - Building Rapport with Customers: Certificate Course

General Office Jobs and Miscellaneous

If the veteran is interested in careers in office administration, consider the following training paths:

- Introductory programming language courses (Java, JavaScript, HTML, etc.)
- Microsoft Certifications
    - Advances skills with software used in almost all offices
    - Great for those re-entering the workforce after a gap to brush up on skills
- Vet to Vet
    - Six-week, peer-facilitator training program that teaches veterans how to facilitate peer group sessions and introduce program learning topics
    - Great for veterans who are interested in starting a career in counseling or working with the U.S. Department of Veterans Affairs (VA) as a peer specialist
- LinkedIn Learning
    - Microsoft Certification
    - Adobe Certification
        - InDesign 2024 Essential Training
        - Illustrator 2024 Essential Training

- ▪ Premiere Pro Essential Training (2022 – 2024)
  - o Atlassian Certification

State-Specific Training Resources

Alabama

- Alabama Works Eligible Training Provider List
- AIDT

Alaska

- Alaska Eligible Training Providers List
- Alaska Adult Education

Arizona

- Arizona Eligible Training Providers List
- ARIZONA@WORK

Arkansas

- Arkansas JobLink Training Provider Search
- Reimagine Arkansas Workforce Program

California

- CalJOBS OJT and Apprenticeships
- JobTrain

Colorado

- Colorado Training Providers Search
- Colorado Job Seeker Training

Connecticut

- CTHires Training Provider Search
- Special Employment and Training Programs
- Construction Job Training
- Environmental Remediation Job Training
- Healthcare Job Training

Delaware

- Delaware JobLink Training Provider Search
- Delaware Skills Center

Florida

- Research Coast Eligible Training Provider List
- CareerSource Training Opportunities
- Apprenticeship Florida

Georgia

- Worksource Georgia
- Technical College System of Georgia - Workforce Development

Guam

- Guam Eligible Training Provider List

Hawaii

- Hawaii Eligible Training Provider List
- University of Hawaii Job Training and Certifications

Idaho

- IdahoWorks Training Provider List
- Next Steps Idaho

Illinois

- Illinois Workforce Innovation and Opportunity Act (WIOA) Approved Training Provider Search
- University of Illinois Chicago, Employment Training and Workforce Development

Indiana

- INTraining: Training Providers
- Next Level Jobs Indiana
- Workforce Ready Grant

Iowa

- Iowa Eligible Training Provider List
- Future Ready Iowa

Kansas

- KansasWorks Training Provider Search

Kentucky

- Kentucky Eligible Training Provider List
- Kentucky Federation for Advanced Manufacturing Education (FAME)
- Work-Based Learning, Training and Development

Louisiana

- Apprenticeship Louisiana Eligible Training Provider List
- Louisiana Eligible Training Provider Information

Maine

- Maine JobLink Eligible Training Provider List

Maryland

- Maryland Eligible Training Provider List
- Career and Technology Training

Massachusetts

- MASSHIRE JobQuest Eligible Training Provider List
- Massachusetts Training Partners

Michigan

- Michigan Training Search
- Michigan Workforce Development Institute

Minnesota

- Career and Education Explorer
- Job Training Incentive Program

Mississippi

- Mississippi Training Provider List System
- Training and Education
- Mississippi Power Workforce Training and Education

Missouri

- Missouri Eligible Training Provider System
- Missouri OJT
- Central Workforce Development Region Work-Based Learning

Montana

- Find Programs and Training Providers
- Accelerate Montana Rapid Training Program
- WIOA Eligible Training Providers

Nebraska

- NEworks
- Nebraska Job Training

Nevada

- Nevada Eligible Training Provider List
- Nevada Workforce Training Programs and Resources

New Hampshire

- New Hampshire Education and Training Search
- Concord's Community College Workforce Education

New Jersey

- New Jersey OJT Opportunities

New Mexico

- New Mexico Training Partner Search
- Job Training Incentive Programs

New York

- New York State Training Provider Search
- New York State Laborers' Apprenticeship Program
- New York State Work-Based Learning Program

North Carolina

- NCWorks Training Provider Search
- North Carolina Department of Commerce OJT Training
- Customized Training Program

North Dakota

- North Dakota Training Opportunities

Ohio

- Ohio Workforce Inventory of Education and Training
- Ohio-Based Employment Programs
- OhioGuidestone Job Training

Oklahoma

- Oklahoma Training Provider Search
- Oklahoma Employment and Training Programs

Oregon

- Oregon Eligible Training Provider List
- Oregon Employment and Training Association
- Oregon State University Workforce Training Programs

Puerto Rico

- [Puerto Rico Workforce Training Program](#)
- [Puerto Rico Ready Workforce Training Program](#)

South Carolina

- [South Carolina Training and Programs](#)

South Dakota

- [Southern Dakota Eligible Training Providers and Programs](#)
- [Supplemental Nutrition Assistance Program (SNAP) Employment and Training Program](#)
- [Adult Education and Training Opportunities](#)

Tennessee

- [Tennessee Eligible Training Provider List](#)
- [Tennessee Training Opportunities](#)
- [Technical and Vocational Training Assistance](#)

Texas

- [Texas Eligible Training Providers](#)
- [Job Training - Texas Workforce Commission](#)
- [Workforce Solutions OJT](#)
- [Texas Department of Transportation OJT](#)

Utah

- [Utah Eligible Training Provider List](#)
- [Occupational License or Certification Program](#)

Vermont

- [Vermont Eligible Training Providers](#)
- [Vermont Training Program](#)
- [Job Training and Certification Programs](#)

Virginia

- [Virginia Eligible Training Providers](#)
- [Virginia Job Training Programs](#)

Washington

- [Washington Eligible Training Providers](#)
- [WorkSource Training Programs](#)

West Virginia

- [WorkForce Virginia Training Providers](#)
- [State of West Virginia Job Training](#)

Wyoming

- [Wyoming Eligible Training Provider List](#)
- [Associated General Contractors of Wyoming OJT Program](#)

Please note that the resources included above are not an exhaustive list. If you have questions regarding resources available in your state, please contact NVTAC at contact@nvtac.org or your GOTR.

Maintaining Participant Training Documentation

HVRP grant recipients must maintain a case file for each participant containing the required documentation for enrollment in the program, which includes documentation of any participant training. Please see DOL/VETS' most recent guidance on this subject for required documentation within a case file.

Additional Training Platforms and Resources

Registered Apprenticeship Program (RAP)

Compensated Work Therapy (CWT)

LinkedIn Learning Online Training Courses

Trade Adjustment Assistance Community College and Career Training

AJC Veteran and Military Transition Center

Feds Hire Vets Veterans Employment Training

OJT by State