

2019

Neighborworks Training Institute Course Offerings

Cleveland, OH
February 18-22



New Orleans, LA
August 19-23



Portland, OR
December 9-13



Working Together for Strong Communities®





Neighborworks Training Institute

Lending a new meaning to the term “community college”

To assist in planning for your training needs, the following pages illustrate our best projection of courses to be offered at the NeighborWorks Training Institutes in calendar year 2019. Based on feedback from participants and partners in the field, we've developed a comprehensive range of courses that include fundamental, intermediate and advanced offerings. Many are newly created or updated to keep you at the forefront of your work.

Please note that throughout the year, we'll continue to launch additional new courses to address the latest critical issues. Since final course offerings and pricing are subject to change, stay current on course availability at each institute by visiting NeighborWorks.org/training. And remember to register early for each event to reserve your seat.

Additional questions or comments?

Call: (800) 438-5547

Fax: (800) 834-3758

E-mail: nti@nw.org

NeighborWorks.org/training

The NeighborWorks Training Institute is a five-day “mobile university” held three times each year in major cities throughout the United States. In 2018, we awarded more than 15,000 training certifications to people from almost 2,000 organizations – professionals who work in organizations that are large and small, nonprofit, for-profit and governmental, inner-city and rural.

At each NTI, you'll find over 100 one-, two-, three- and five-day courses in the following content areas:

- Affordable Housing Development
- Community Economic Development
- Community Engagement
- Community and Neighborhood Revitalization
- Construction and Production Management
- Financial Capability, Housing Education and Counseling
- Housing Asset Management
- Nonprofit Management and Leadership
- Rural Development
- Single-Family and Small Business Lending

Unlike other conferences, NTIs are very much course-focused. Participants spend the majority of their time in intensive, interactive classes with 10-40 fellow learners. Your work is all about community impact, and we offer courses that are proven to maximize impact.

Each NTI also features a one-day symposium on a timely topic, instruction by expert practitioners and thought-leaders, free afternoon workshops on innovative tools and methods after the course day is through, and abundant peer networking opportunities to help you grow your career.

Join fellow professionals, from all 50 states and beyond, who are committed to making a difference in the lives of low- and moderate-income families and their communities.

To learn more, visit NeighborWorks.org/training

Professional Certificates and Certifications more than just paper



Elevate your professional standing and future prospects while increasing your impact.

NeighborWorks America provides training opportunities that not only enhance the work you do every day... They enhance your career prospects as well. Our certificate programs, professional designations and certifications, and university collaboration will make you a better candidate for future job advancement — a investment in your future that will pay off for you as well as the constituents you serve.



Professional Certificate Programs:

NeighborWorks offers professional certificates in nine content areas that raise the bar for excellence in community development practice and nonprofit organizational leadership. With curriculum developed collaboratively by the training institute, expert practitioners and thought-leaders in the field, our professional certificate programs encourage continuous education and facilitate an exchange about cutting-edge issues and practices. Completed over the course of three to four institutes, the professional certificates signify content mastery that truly sets you apart from your colleagues.



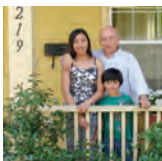
Homeownership Education and Counseling Certifications

- Financial Capability Certification
- Pre-Purchase Homeownership Education
- Post-Purchase Homeownership Education
- Homeownership Counseling
- Foreclosure Intervention and Default Counseling
- Homeownership Counseling for Program Managers and Executive Directors



One-Week Certifications

Participants can earn a one-week certification in a number of specific skills related to community engagement, construction and rehab, and nonprofit management and leadership.



For more information about NeighborWorks professional career enhancement and credentials, visit NeighborWorks.org/profcertificates

Online Training with NeighborWorks

Next-Gen Class Participation



NeighborWorks America's online educational offerings let you stay close to your work while gaining the same valuable skills and knowledge offered at our highly rated in-person training events. You can arrange your professional development around your busy schedule, and best of all, save your valuable travel dollars and time away from the office. We offer a wide range of courses that address the latest issues and challenges in community development and affordable housing.

Self-guided Courses: These courses, made up of individual modules, allow you to gain a strong background in a particular community development subject matter area, and take only 2-4 hours of actual online time to complete at your convenience.

Faculty-led Courses: NeighborWorks offers you professional development similar to what we provide at our in-class NeighborWorks Training Institute sessions – the only difference is that you'll interact with expert faculty members and fellow learners online. These courses incorporate online tools that keep you connected, and ensure a results-oriented training experience that addresses your specific issues.

Interactive Webinars: Each 90-minute session comes complete with expert faculty instruction, downloadable resources and reference pieces, learning checks, a certificate of completion, and continuing education hours.

To find out more and register, visit NeighborWorks.org/onlinetraining



Place-Based Training

Minimum Cost, Maximum Focus

NeighborWorks offers years of expertise working with communities, cities and nonprofits to develop personalized training experiences. Equip your staff and partners with the latest knowledge, skills, and tools to make a real impact in your community.

Our mobile professional development offerings allow you to:

- **Create customized training.** Select courses from our 400-class catalog to create your own learning experience and address your community's unique needs. Course content can be customized as well.
- **Multiply your capacity.** Invite a classroom full of colleagues, partners, and community leaders to learn with you.
- **Effectively leverage your training budget.** Save money by reducing travel expenses and registration fees for multiple learners.
- **Maximize participation.** Flexibility in scheduling allows you to control when and where the training will take place.
- **Enhanced skill-building.** Our curriculum is developed collaboratively by training institute staff, expert community development practitioners, and thought leaders in the field. Combined with valuable peer learning and best-practice sharing, our course content is unmatched.

Gaining the knowledge, skills and tools you need for increased impact has never been so personalized—or stress-free!

For more information and to fill out a request for Place-Based Training form, go to NeighborWorks.org/PlaceBasedTraining

Planning your place-based event is as simple as 1, 2, 3...

- 1. Choose your course.**
- 2. Select days and location.**
- 3. Invite your learners and get ready to grow! NeighborWorks takes care of the rest—we supply the trainers, materials, and completion certificates.**

Affordable Housing

		Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
AH101	An Overview of Affordable Housing Development	\$595.00	•		
AH102	The Basic Steps of the Affordable Housing Development Process	\$595.00		•	•
AH111	Using the CDBG Program	\$300.00		•	•
AH113	Using the HOME Program	\$595.00		•	•
AH115	Using the Low-Income Housing Tax Credit (LIHTC) Program	\$595.00		•	•
AH116	Using New Markets Tax Credits	\$300.00			•
AH118	Using the National Housing Trust Fund	\$595.00	•		
AH121	Real Estate Finance Nuts and Bolts	\$355.00	•	•	•
AH122	Single-Family Development Finance	\$355.00		•	
AH132	Pre-Development: The 10 Feasibility Questions You Need to Answer	\$300.00	•		
AH134	The Developer's Tool Kit	\$655.00	•		
AH136	Successful Housing Development: Assembling the Best Project Team	\$595.00		•	
AH142	Designing Affordable Housing From Project Concept to Blueprint	\$595.00		•	
AH183	Supportive Housing: Developing Solutions and Supporting Residents	\$595.00			•
AH211	How to Maintain Compliance in LIHTC Projects	\$300.00	•		•
AH221	Rental Housing Development Finance	\$655.00	•	•	•
AH224	Understanding Underwriting: Successful Loans for Nonprofit Developers	\$595.00	•		
AH226	Creative Project Financing Strategies	\$300.00	•	•	
AH240	Creating Partnerships to Advance Affordable Housing	\$595.00	•		
AH252	Community Land Trusts: Creating Permanently Affordable Housing	\$595.00			•
AH256	Shared Equity Housing: Creative Models to Preserve Affordable Homeownership	\$540.00			•
AH271	Budget Basics: Decoding the Mysteries of the ProForma	\$655.00		•	•
AH274	Preserving Affordable Housing Using HUD Programs and NOAHS	\$595.00	•		
AH280	Health and Housing: Connecting to the Health Care System for New Partnerships, New Opportunities	\$655.00	•		
AP301	Exit Strategies for LIHTC Projects	\$655.00			•

Asset Management

		Course Price	Cleveland 2/19	New Orleans 8/19	Portland 12/19
AM121	Nuts and Bolts of Asset Management (CHAM)	\$895.00	•	•	•
AM225	Affordable Housing Finance Workshop for Asset Managers	\$595.00	•	•	•
AM230	Property Management for Scattered Site Rental Housing	\$595.00	•		•
AM252	Delivering Successful Resident Services Programs	\$655.00		•	
AM290	Asset Management Fundamentals (CHAM)	\$895.00	•	•	•
AM291	Financial Fundamentals for Asset Managers (CHAM)	\$655.00	•	•	•
AM321	Advanced Financial Tools for Asset Managers (CHAM)	\$895.00		•	
AM351	Advanced Housing Asset Management (CHAM)	\$1,445.00	•		•

Community Economic Development

		Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
ED101sv	Community Economic Development Principles, Practices and Strategies	\$710.00	•	•	•
ED110	Analytical Tools and Methods Used in Community Economic Development	\$300.00	•		•
ED120	Commercial Real Estate Development	\$645.00		•	
ED127	Transit-Oriented Development	\$645.00		•	
ED160	Financing Community Economic Development	\$645.00	•		•
ED165	Achieving Economic Development with CDBG Funding	\$300.00		•	
ED207	Market Analytics - Help is on the way!	\$725.00	•	•	
ED210	Positioning Programs for Success: Connecting Program Design to Community Economic Impact	\$645.00			•
ED212	Short & Sweet for the Long Term - Guerrilla Urbanism	\$320.00	•	•	
ED215	So You Think You Want to Start a Social Enterprise?	\$655.00			•
ED235	Using Tales of the Zombie Apocalypse to Inform and Influence Your Economic Development Strategies	\$655.00		•	
ED255sv	Developing a Creative Economy Strategy in Your Community	\$325.00			•

Community Engagement

		Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
CB100	Breaking with Isolation: The Power of Neighbors	\$595.00	•	•	
CB110	Community Organizing: Beyond Mobilization, Volunteerism, and Outreach	\$595.00	•		•
CB116sv	Working With Faith-Based Institutions in Community Development	\$385.00		•	•
CB118	Methods to Explore Diversity and Build Unity	\$300.00	•		
CB122	Mobilizing Youth for Community Building	\$300.00	•		•
CB127	The Role of Women in Transforming Communities	\$300.00		•	
CB130	Sources of Power: Understanding Community Leadership	\$595.00	•		•
CB140	Strong Coalitions: Building on Common Interests	\$595.00		•	
CB153	Managing Volunteers to Develop Leaders and Build Community	\$300.00			•
CB170	Resident Engagement and CDC Accountability for Strong Communities	\$595.00	•		
CB190	Reaching Your Community and Getting the Media on Your Side	\$595.00		•	•
CB199	Privilege, Power, Prejudice: Conversations on Social Justice	\$320.00	•	•	
CB200	Community Engagement: Measuring its Impact	\$965.00		•	•
CB205	Police-Community Partnerships: Building Relationships of Mutual Accountability	\$645.00			•
CB212	Storytelling for Oral History, Community Building and Visioning	\$595.00	•	•	
CB225	Pathways to Self-Reliant Communities: Building on Our Assets	\$595.00		•	•
CB243	Intergenerational Community Building	\$595.00	•		
CB270	Training Techniques: Designing and Facilitating Successful Training	\$595.00	•		•
CB277	Building Leaders, Building Communities: A Curriculum Resource for All Communities	\$965.00	•		
CB280	Training of Trainers for Community Health Leadership and Action	\$965.00		•	•
CB310	Understanding the Politics of Policy	\$595.00		•	•
CB320	Community Organizing: Values and Conflicts	\$595.00	•		
CB340	Effective Community Engagement: Developing Personal Accountability and Responsibility	\$595.00		•	

Community and Neighborhood Revitalization

		Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
NR101	The Essential Tools of Successful Neighborhood Revitalization	\$595.00		•	•
NR102	Strategies to Meaningfully Engage Stakeholders in Revitalization Planning	\$595.00			•
NR104	Getting Things Done in Neighborhoods through Strategic Collaborations	\$595.00	•		
NR115sv	Developing High-Impact Neighborhood Revitalization Strategies	\$645.00		•	
NR116	Building Community and Promoting Equity through Revitalization	\$595.00		•	•
NR121	Measuring the Impacts of Your Revitalization Work	\$965.00		•	•
NR124sv	Reading a Neighborhood: What a Walk Around the Block Can Tell You	\$385.00		•	•
NR133	Engaging and Preparing the Next Generation	\$310.00	•		
NR171sv	Community Development: Past, Present and Future	\$645.00	•	•	•
NR190	Leveraging Arts and Culture for Affordable Housing and Equitable Community Development	\$645.00		•	•
NR225	By the Numbers: Understanding Inequality and Opportunity	\$645.00	•	•	
NR240	Rethinking Reentry: The Role of Community	\$595.00	•		•
NR253	The Good, the Bad and the Ugly: How Urban Design Can Make or Break Your Revitalization Strategy	\$300.00	•		•
NR255	Resident Leadership as the Central Neighborhood Revitalization Strategy	\$595.00	•		•
NR261sv	Strategies for More Livable Neighborhoods	\$645.00	•		
NR276	Creating a Fantastic Image for Your Neighborhood	\$300.00	•	•	•
NR369	Lending and Rehab Strategies for Maximum Neighborhood Impact	\$300.00		•	

Construction and Rehab

		Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
CP101	Affordable Housing Design and Construction Basics	\$645.00			•
CP104	Introduction to Housing Rehabilitation Production Systems	\$300.00			•
CP111	The Science of Building Performance	\$645.00		•	
CP124	Risk Management in Construction and Rehab	\$300.00	•		
CP141	Introduction to Sustainable Building	\$645.00			•
CP145	Project Management for Construction & Rehab	\$710.00	•		
CP181	Housing Production Management	\$625.00	•		
CP189	Automate Rehab with Housing Developer Pro® 3.5	\$700.00	•		•
CP212	Sustainable and Resilient Materials and Methods of Construction	\$625.00		•	
CP231sv	Building Multifamily Housing Part I: Project-Managing the Development Process	\$625.00		•	
CP234	Building Multifamily Housing Part II: Project-Managing the Design Process	\$300.00		•	
CP237	Building Multifamily Housing Part III: Project-Managing the Construction Process	\$625.00		•	
CP255	How to Conduct a Rehab Home Inspection	\$645.00	•		•
CP256	Tool Time	\$300.00	•		•
CP257	The Nitty Gritty of Ventilation - A Breath of Fresh Air	\$300.00		•	

Financial Capability, Housing Education and Counseling

(presented by NCHCEC)

	Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
H0103 Lending Basics for Homeownership Counselors	\$1,030.00	•	•	•
H0105 Compliance with State and Federal Regulations	\$645.00	•	•	•
H0108 Loan Servicing and Collections	\$915.00		•	
H0109 Foreclosure Basics for Homeownership Counselors	\$655.00	•	•	•
H0110 Introduction to Housing Counseling	\$935.00	•	•	•
H0111 Home Equity Conversion Mortgages	\$1,665.00	•	•	•
H0120 Navigating Mortgage Practices, Terms and Disclosure Forms with Today's Borrower	\$645.00			•
H0200 Ready, Set, Prep: Tackling the HUD Counselor Exam Step by Step	\$935.00	•	•	•
H0208 Building Skills for Financial Confidence	\$585.00	•	•	•
H0209rq Delivering Effective Financial Education for Today's Consumer	\$975.00	•	•	•
H0210 Practice, Study, Success: Test Strategies for HUD's Counselor Certification Exam	\$645.00	•	•	•
H0211 Credit Counseling for Maximum Results	\$915.00	•	•	•
H0213 Fair Housing - What Professionals Need to Know	\$300.00	•	•	•
H0218 Counseling the Homeless and Those at Risk of Becoming Homeless	\$300.00		•	
H0220 Client Management and Tracking with CounselorMax®	\$1,045.00	•	•	•
H0229 Homebuyer Education Methods: Training the Trainer	\$1,605.00	•	•	•
H0236 Efficient Strategies and Techniques for Loss Mitigation Counseling: Analyzing and Sharing the Results	\$645.00		•	
H0247 Post-Purchase Education Methods	\$1,605.00	•	•	•
H0248 Program Compliance & Reporting for HUD-Approved Counseling Agencies	\$645.00	•	•	•
H0250 Homeownership Counseling Certification: Principles, Practices and Techniques, Part I	\$1,760.00	•	•	•
H0255 Effective Approaches to Student Loan Counseling	\$645.00	•	•	•
H0265 Counseling Clients Seeking Rental Housing	\$270.00			•
H0270 Senior Services for Housing Counselors	\$710.00	•	•	•
H0275 Intermediate HECM Counseling: Skills and Tools	\$735.00	•	•	•
H0290 Being Green, Seeing Green: Counseling Clients to Maximize Energy Savings	\$300.00			•
H0307 Advanced Foreclosure: Case Study Practicum	\$645.00	•	•	•
H0310 Financial Coaching: Helping Clients Reach Their Goals	\$645.00	•	•	•
H0324 Advanced Reporting and Customization for CounselorMax®	\$735.00	•	•	•
H0328 Enhancing the Effectiveness of a Foreclosure Intervention Counseling Program	\$645.00			•
H0345rq Foreclosure Intervention and Default Counseling Certification, Part I	\$1,605.00	•	•	•
H0360 Homeownership Counseling Certification for Program Managers and Executive Directors	\$1,605.00	•	•	•
H0370rq Financial Coaching Advanced Practicum: Taking Your Practice to the Next Level	\$975.00	•	•	•
H0375 Financial Capability Program Design for Managers	\$645.00	•	•	•

Nonprofit Management and Leadership

		Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
ML120	Strategic Thinking and Planning	\$595.00	•		•
ML125	Developing a Winning Business Plan	\$595.00			•
ML127	Design and Deliver Dynamic Presentations	\$595.00			•
ML130	Human Resources Management and Development	\$540.00			•
ML145	ABCs of Managing Projects and Collaborators	\$595.00	•	•	
ML159	Equipping the Board for Financial Leadership	\$270.00			•
ML160	Competitively Positioning Your Organization for the Future	\$595.00	•		
ML162	Marketing Your Programs and Organizations	\$475.00		•	
ML170	Core Competencies for Resource Development	\$540.00	•		
ML172	Fundamentals of Sustainable Funding: Engaging Individual Donors	\$300.00	•		•
ML173	Grant Proposal Writing	\$540.00		•	
ML207	A Blueprint To Designing And Implementing A Strategic Crisis Management Plan	\$300.00	•		
ML210	Operational Strategies for Organizational Success	\$270.00		•	
ML220	The Art and Science of Group Facilitation	\$595.00	•		•
ML229	Emotional Intelligence (EI) at Work - 2-day	\$595.00		•	
ML236	Using Data to Visualize Impact and Tell Your Story ADVANCED	\$540.00	•		•
ML240	Board Oversight and Governance	\$585.00	•		
ML242	Leading and Engaging A Diverse Organization	\$300.00			•
ML243	Light Your Board on Fire!	\$540.00			•
ML244	Sexual Harassment Prevention and Compliance for Boards	\$300.00		•	
ML245	Leadership Development in Communities of Color	\$595.00		•	
ML246	Leadership in All Directions: The Unique Role of a Senior Manager	\$300.00		•	
ML249	Sorting thru the Chaos: Effectively Managing Projects	\$595.00	•		•
ML250	Financial Management for Decision-Makers	\$710.00	•		
ML252	Money and Mission: Ensuring Effectiveness and Sustainability through Successful Financial Leadership	\$585.00			•
ML266	Brandraising: Raising Money and Visibility Using Smart Communications	\$320.00		•	
ML267	From Charity to Change: Empowering Your Community through Advocacy	\$595.00			•
ML269	Social Media Intensive: Advanced Strategy and Planning	\$540.00		•	
ML274	Exploring Excellence in Governance	\$300.00			•
ML276	Developing a Donor Communications Plan	\$540.00		•	
ML279	Intermediate Grant Proposal Writing	\$595.00			•
ML280	Coaching Skills for Managers	\$595.00		•	
ML282	How to Negotiate: The Most Important Skill You Will Ever Learn!	\$655.00	•	•	
ML283	Advanced Negotiation: Mastering Difficult Conversations	\$595.00			•
ML284	Influence Without Authority: Persuasion Skills You Never Knew You Had!	\$300.00			•
ML285	Coaching For Transformation	\$710.00	•	•	
ML286rq	Coaching for Transformation: Advanced Skills for Individual and Community Change	\$585.00			•
ML287	Coaching Teams to Build Leadership	\$540.00		•	

Nonprofit Management and Leadership

(continued)

		Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
ML292	Managing Your Nonprofit for Results	\$540.00	•		•
ML297	Leadership Tools for Achieving Excellence	\$300.00			•
ML299	Strengthening Your Human Resource Toolbox: New Strategies for Retention and Recruitment	\$300.00	•		
ML312	Organizational Leadership Succession	\$540.00	•	•	
ML315	Leading Breakthrough Strategy	\$540.00		•	
ML316	Leading High Performance Teams	\$270.00		•	
ML370	Beyond Grants: Advanced Roundtable for Experienced Fundraisers	\$300.00	•		
ML396	Organizing Neighborhoods for Emergency Response	\$595.00		•	
ML397	Are You Prepared? Disaster Preparedness and Business Continuity Planning	\$300.00		•	
ML398	Picking Up the Pieces: The First 30 Days of Response and Recovery	\$595.00		•	

Single-Family and Small Business Lending

		Course Price	Cleveland 2/18-22	New Orleans 8/19-23	Portland 12/9-13
LE141	Fundamentals of Micro and Small Business Underwriting	\$595.00			•
LE210	USDA Rural Development Sec502 Direct Loans: Affordable Rural Homeownership	\$895.00	•	•	•
LE241	Intermediate Underwriting for Micro and Small Business Lenders	\$595.00			•
LE250	Community-Based Residential Lending - Outreach, Intake and Loan Application Best Practices	\$595.00		•	
LE252	Community-Based Residential Lending - Loan Processing, Underwriting and Closing Best Practices	\$595.00	•	•	
LE262	Community-Based Residential Lending - Program Administration Best Practices	\$300.00		•	
LE275	Financial Analysis and Business Planning for Sustainable Lending Operations	\$735.00			•