



READY TO WORK FAQs

WHAT IS READY TO WORK?

- Ready to Work is San Antonio’s premier workforce program.
- Well-paid jobs require high-quality education and training. For too long, quality education has been out of reach for San Antonio residents. In 2020, San Antonio voters decided to invest over \$200m to offer scholarships and support services to eligible participants. No other city in the nation is investing in its residents like San Antonio.
- Ready to Work will pay for training and education programs for over 28,000 eligible adults. Approved courses are aligned with careers that are in high demand and that are well-paid. Types of training include:
 - ◇ High-school equivalency courses, like a GED.
 - ◇ Industry-recognized credential and certificate programs.
 - ◇ Associate degree programs.
 - ◇ Bachelor’s degree programs.
- Ready to Work coaches will help you evaluate training, education, and employment options throughout your journey.

WHO IS ELIGIBLE FOR READY TO WORK?

Ready to Work is intended to serve San Antonio residents that are unemployed or employed in low-paid jobs that don’t make full use of their skills and abilities.

To be eligible for Ready to Work:

- You must be:
 - ◇ At least 18 years old;
 - ◇ A resident of San Antonio or a military-connected resident of Bexar County (see next question for details);



- ◇ Permitted to work in the United States;
- ◇ Willing to take assessments related to workforce readiness; and
- ◇ Willing to complete training and education aligned with high-demand careers; and
- Your household income cannot exceed 250% of the [federal poverty guidelines](#), which are periodically updated. For example, as of January 2023:
 - ◇ A household of one (individual) with an annual income of no more than \$36,450 would qualify for Ready to Work.
 - ◇ An individual within a household of four with an annual income of no more than \$75,000 would qualify for Ready to Work.

WHAT ARE ELIGIBILITY REQUIREMENTS FOR MILITARY-CONNECTED RESIDENTS?

Effective May 1, 2023 through April 30, 2024, Military-connected residents living in Bexar County that otherwise meet the eligibility requirements may participate.

- For this purpose, “Military-connected” means:
 - ◇ Active-duty service members transitioning to civilian life within 12 months of separation;
 - ◇ Active-duty military spouses and dependents 18 and older (18-26 for dependent children);
 - ◇ Reservists and National Guard members, spouses, and dependents 18 and older (18-26 for dependent children); and
 - ◇ Veterans (including disabled veterans), spouses and dependents 18 and older (18-26 for dependent children).
- For military-connected residents, “household income” excludes wages of active-duty service members transitioning to civilian life within 12 months of separation (effective May 1, 2023 through April 30, 2024).

WHAT DOCUMENTATION WILL I NEED TO SHOW?

To verify eligibility, you will need certain documentation, such as the following. Your Ready to Work coach will help you compile these documents if necessary.

- Permitted to work in the US
 - ◇ Social Security card, U.S. birth certificate, U.S. citizen ID card, lawful resident citizen ID card, or Native American tribal documentation
- San Antonio residency

- ◇ Current lease, mortgage statement, utility bill, driver’s license, or ID card
- Age
 - ◇ Birth certificate, ID card, or driver’s license
- Income
 - ◇ Pay stubs, or receipt of SNAP, TANF or similar benefits
- Military-connected residents only:
 - ◇ Military ID, DEERS enrollment, DD214, DD215, DD256, National Guard Bureau Form (NGB), Hazelwood Act documentation, Drivers License with Veteran’s designation, or VA-issued ID card

HOW DO I APPLY FOR READY TO WORK?

- Call 3-1-1;
- Apply at [readytoworksa.com](https://www.readytoworksa.com); or
- Walk in to or call a Ready to Work partner office (see [map](#)):
 - ◇ Alamo Colleges District
 - + Brackenridge Education and Training Center
 - 532 N. Center, San Antonio, TX 78202
 - + Eastside Education and Training Center
 - 4551 Dietrich Rd, San Antonio, TX 78219
 - + Westside Education and Training Center
 - 563 SW 40th St, San Antonio, TX 78237
 - + Workforce Center of Excellence
 - 203 Norton Street, San Antonio, TX 78211
 - ◇ Project QUEST
 - + 800 Quintana Rd, Building 8, San Antonio, TX 78211
 - ◇ Restore Education
 - + 4205 San Pedro Road. San Antonio, TX 78212
 - ◇ Workforce Solutions Alamo Job Centers
 - + 3652 Bluemel Rd, San Antonio TX 78229
 - + 4615 Walzem Rd #100, San Antonio, TX 78218
 - + 4535 E Houston St, San Antonio, TX 78203
 - + 6723 S Flores St #100, San Antonio, TX 78221
 - + 7008 Marbach Rd, San Antonio, TX 78227

- ◇ Workforce Solutions Alamo Consortium (Subcontractors)
 - + Avance
 - 934 Flanders Avenue, San Antonio, TX 78211
 - + Chrysalis Ministries:
 - 201 Yucca Street, San Antonio, TX 78203
 - 419 E Magnolia, San Antonio, TX 78212
 - 1 Haven for Hope Way, San Antonio, TX 78207
 - 509 San Pedro Ave, San Antonio, TX 78212
 - + Dynamic Advancement
 - 205 S Frank Luke Dr #4, San Antonio, TX 78226
 - + Family Service Association
 - 3014 Rivas, San Antonio, TX 78228
 - + San Antonio Food Bank
 - 5200 Enrique M. Barrera Parkway, San Antonio, TX 78227
 - + Texas A&M University San Antonio
 - One University Way, San Antonio, TX 78224
 - + YWCA
 - 503 Castroville Road, San Antonio, TX 78237

WHY SHOULD I APPLY FOR READY TO WORK?

You should apply for Ready to Work if:

- You are interested in improving your skills by enrolling in training and education.
- After training, you want help finding a well-paid job in a high-demand career.
- You want extra support to overcome barriers relating to training, education or to job hunting.

WHAT SERVICES ARE COVERED BY READY TO WORK?

Ready to Work partners provide the following services at no charge:

- Personal coaching to understand your skills, education, life challenges and goals.
- Career and education planning to map out your future.
- Enrollment assistance and paid tuition for approved training programs.
- Job placement and retention services such as resume building, interviewing preparation, time management and soft skills.



- Support services to overcome financial, social, and emotional challenges.
- Emergency financial assistance to assist with training completion and job placement.
- Referrals to additional community resources to meet individual needs.

WHAT INDUSTRIES ARE PART OF READY TO WORK?

Ready to Work prioritizes the following industries that have many open jobs that pay well. Ready to Work target industries align with the [Workforce Solutions Alamo](#) Local Plan.

Aerospace	Energy / Oil & Gas / Utilities	Manufacturing
Architecture	Finance / Insurance	Professional Services
Construction	Healthcare	Skilled Trades
Education	Information Technology / Cybersecurity	Transportation / Warehousing / Logistics

WHAT TRAINING/COURSES ARE AVAILABLE TO ME?

- The Ready to Work approved [training catalog](#) lists over 900 approved courses offered by over 60 local universities, schools and training providers.
- Your Ready to Work coach can help you think through the best training options.
- Employers are providing input into skills and courses necessary for today's and tomorrow's workforce.

WILL READY TO WORK COVER ALL MY TUITION EXPENSES?

- Ready to Work tuition is capped per individual up to amounts indicated on the table below, depending on which training program is selected.

- Ready to Work coaches will help you navigate training options.
- You may need to apply for alternative scholarships to supplement Ready to Work funding.
- Ready to Work coaches will assist you with finding alternative training options if necessary.

HOW MUCH FINANCIAL ASSISTANCE CAN I RECEIVE?

Program Funding per Participant	Annual Cap	Total Cap
Certificate Training		\$5,000
Associate Degree	\$2,200	\$6,600
Bachelor’s Degree	\$4,100	\$12,300
Emergency Assistance (Available to eligible participants after enrollment in approved training program.)		\$1,500

WHAT JOB PLACEMENT SERVICES ARE AVAILABLE TO ME?

- Hundreds of [employers](#) have [pledged](#) to hire Ready to Work participants after they complete training.
- Ready to Work coaches will help you navigate career options and consider specific job requirements.
- The Ready to Work program incorporates training and education prior to job placement. You will need to commit to training prior to receiving job placement services.

HOW CAN I SUPPORT READY TO WORK?

If you are interested in becoming a Ready to Work Community Champion, register [here](#) to:

- Receive Ready to Work communications.



- Utilize official Ready to Work marketing collateral to spread the word to friends, families, neighbors, colleagues, and clients.
- Attend bi-monthly Ready to Work Community Champion Meetings.

WHAT ARE MY NEXT STEPS?

Ready to Work involves three stages:

- **Step 1: Apply**
 - ◇ Meet with a personal coach to:
 - + Confirm eligibility;
 - + Complete paperwork; and
 - + Map out a training and career plan based on your skills, education, life challenges and desires.
 - ◇ Please stay in touch!
- **Step 2: Enroll & Complete Training**
 - ◇ Your Ready to Work coach will help you enroll in and pay for classes.
 - ◇ Ready to Work has resources like emergency funding for childcare and transportation to help you stay in school and on-track to succeed.
- **Step 3: Get Hired**
 - ◇ Your Ready to Work coach will help you improve your interview skills, resume and online profiles.
 - ◇ Attend job fairs and interviews supported by Ready to Work.
 - ◇ Employers are committed to your success and are ready to hire you!
 - ◇ Ready to Work is here to help you thrive!