
NGICP Approved Trainer

Marketing Packet

The Water Environment Federation invites trainers to become an approved trainer in the National Green Infrastructure Certification Program (NGICP). Approved trainers help meet the certification training needs of NGICP partners and training sites. Approved trainers can also develop their own licensed, training program through the Train-the-Trainer opportunity.

Why support certification as an NGICP approved trainer?

- National certification creates a long-term pathway for living wage jobs across the United States.
- National certification promotes green infrastructure (GI) as an environmental and economical strategy for stormwater management.
- National certification supports the development of proficient green workforces.
- All approved trainers will be listed on the NGICP.org site.

Approved Trainer Directory

The directory of all approved trainers can be found at: <http://ngicp.org/program/for-trainers/>. Once we get their approval, contact information will be included for each trainer. Organizations and institutions needing to arrange the NGICP exam training required to take the exam can use the directory to contact and contract with a trainer directly. Trainers are responsible for submitting their list of verified attendees for the training.

Trainer Qualifications

All NGICP approved trainers must possess two of the following three qualifications:

- Minimum of a bachelor of science degree in water resource management or environmental science
- Minimum 35 hours of experience as a trainer for hands-on, adult learning courses
- Direct experience in stormwater GI construction, inspection, or maintenance

Course Details

The NGICP Trainer course covers a broad range of topics to prepare you as an NGICP approved trainer:

- NGICP curriculum, slides, interactive activities, field visits, etc.;
- NGICP policies and procedures;
- NGICP exam structure, format, blueprint;
- Basics of adult learning; and
- Lessons learned from previous trainings to help candidates successfully pass the NGICP exam.

Cost

The cost of this training is \$1500. This gives you access to the course material and training curriculum. (Lunch is included in the course fee.)

Training License

To provide the training to your audience, a training license must be purchased from the Water Environment Federation. The cost of the training license is \$7500 and due prior to any training you conduct. The license will detail your obligations as an NGICP-approved trainer. Please contact ngicp@wef.org if you are interested in acquiring a training license.

Future Train-the-Trainer Workshop

Co-located with ASCE Low Impact
Development (LID) Conference
August 11-13, 2018 (exact dates to be confirmed)

Register at: <http://ngicp.org/program/for-trainers/>

To learn more: For questions regarding the Train-the-Trainer workshop, please contact ngicp@wef.org.

CERTIFICATION EXAMS

The 2018 NGICP exam will be administered on the following dates:

Friday, May 4, 2018

Friday, June 15, 2018

Friday, September 28, 2018 (timed with WEFTEC)

Friday, November 16, 2018

Friday, January 25, 2019

The fee for the NGICP exam is \$200.

Applicants for the NGICP certification exam are required to complete a GI training course provided by an NGICP approved trainer. WEF is currently working with partners and our community of approved trainers to identify training opportunities to address the training requirement.

Future training dates will be noted at: <http://ngicp.org/program/for-applicants/>. Once the dates and locations are confirmed, they will be added as options to the registration page.

Exam Eligibility

NGICP certification requires a high school diploma or equivalent and completion of a GI training course. Detailed information is provided in the below sections.

Combined Exam Training and Exam Schedule (Monday–Friday Formula)

Exam Training: Day 1–4, 8:00am – 5pm and Day 5, 8:00am – 11:00am

Exam Date: Day 5, 12:30pm – 4:15pm

Exam Training Details

NGICP represents the standard for national certification of green infrastructure construction, inspection, and maintenance workers. This course prepares participants to demonstrate their competency in the following green infrastructure areas:

- bioretention (rain gardens, bioretention cells, curb extensions/bulb-outs, bioswales, stormwater planters),

- rainwater harvesting (rain barrels and cisterns),
- permeable pavements (porous concrete, pervious asphalt, and permeable pavers),
- green roofs and blue roofs, and
- dry wells and stormwater wetlands.

A complete list of topical areas can be found on the Exam Blueprint (<http://ngicp.org/project/exam-blueprint/>) and Body of Knowledge (<http://ngicp.org/project/body-of-knowledge>).

Exam Results

The exam is currently administered as a paper-and-pencil test. Results are usually available within 30–45 days.

View any open registration at: <http://ngicp.org/program/for-applicants/>

Current List of Certificants

To view a list of credentialed individuals, click here <http://ngicp.org/program/list-of-certified-individuals>.

Train-the-Trainer Frequently Asked Questions

Does the Train-the-Trainer workshop include an exam?

The Train-the-Trainer workshop does not include an exit exam. To be an approved trainer, you only need to sit for the entire training, but there is no exam as part of the course.

Does the attendee or the organization become the licensed trainer? If one of our staff members attends the workshop, can they train other staff within our organization to be trainers as well?

Each trainer that has gone through the Train-the-Trainer workshop becomes an approved trainer, however, they can only train under a license. The training license can be held by the trainer or their institution. A license covers up to 5 people from the same institution, but each trainer must go through the Train-the-Trainer workshop to provide the exam training. Other trainers can cover some of the exam training content, but the lead trainer has to be NGICP approved.

Once we pay for the license to train others, is there a cost for those that take the training from us?

Once you become an approved trainer, trainers, or their institutions, would set any training fee to train people for the exam. In addition to your training fee, there is a \$200 exam fee to register to sit for the exam. Trainers would price their exam trainings according to their own market parameters. WEF will set up the registration for the exam.

Is there a separate cost for the exams?

Yes, the exam is \$200. That does not include a retest fee (another \$200) if they do not pass and need to retake the exam. Certificants also have to accumulate 14 professional development hours within two years to be eligible for recertification.

When you pay to become licensed as a trainer, are you provided all of the curriculum and materials to lead trainings?

You get access to the training materials when you attend the Train-the-Trainer workshop. However, approved trainers can only train under a license. The trainer doesn't have to have their own license. Program partnerships include a training license. They may contract with an approved trainer to provide training to their workforce under contract. In that case, the partner would hold the license.

Can we adapt the training at all to include more information on maintenance or other BMPs?

Other than changing the timeframe used to cover the material (week, month, semester), you can't add or subtract from the existing curriculum. However, you can modify the individual training modules to better suit your presentation style but only the material in the curriculum is covered in the exam. Any material you add would not be covered. The curriculum represents the minimum content someone needs to understand to pass the certification exam.

To what audience is the certification geared?

The target audience for the credential is under-employed or unemployed workers with a high school diploma. However, we expect a range, from operators and contractors through professionals, to go through the program.

On the NGICP.org website, I read that the fee for the Train-the-Trainer workshop is \$1500 to teach a person how to become a trainer for local events and that there is a \$7,500 license that needs to be purchased in order for the trainer to conduct their own trainings. Is that correct?

Yes, this is correct. The \$1500 workshop trains you on using the materials, but the \$7500 fee gives you

license to use the materials in your trainings.

Is there an exam at the end of the Train-the-Trainer workshop?

There is no test to obtain the license. You do have to have 2 of 3 qualifications: 1. natural science/water management degree of some sort, 2. experience with adult education, and/or 3. experience with green infrastructure) and attend a Train-the-Trainer workshop.

How long does the license last?

The license is good for two years.

Is the license good anywhere in the U.S.?

The license can be used anywhere in the US and Canada.

What is the NGICP Partnership Package?

Partnership packages allow municipalities, utilities, or organizations to purchase a package that includes a set number of exam slots, retests, and professional development hours needed for recertification. Partner packages also come with a training license so partners can recruit NGICP approved trainers to meet their training needs and provide their license in place of a trainer-supplied license.

Is there a list of jurisdictions that require NGICP training, or is this program too new to know how it will be received in the larger community?

GI credentials are not currently required in GI construction, maintenance, and inspection. However, some communities are moving toward requiring GI credentialing in their procurement rules. Many communities seek GI credentials for their workforce to increase the support for GI projects. GI credentialing underscores the need to employ workers with demonstrated GI competency. For the workers, it gives them a credential that can make them more competitive in the job market and able to obtain higher wage jobs.

How many people have you trained so far?

214 individuals have received their GI credential during the two years of the pilot.

What is a practical scenario for training?

The practical scenario is that an individual seeking the credential but not associated with a partner will need to find a place to train for the exam and then a place to take the exam. WEF is initially providing a non-partner training opportunity where interested individuals can take the exam until more trainers and trainings come online. We are also working to recruit community colleges to serve as national training centers to provide the exam training and exams to further extend the options for non-partner prospective certificants.

Does the license have to reside in the location of training? For instance, a municipality can purchase a license, and then they can host a training for other municipalities (or private groups, too) as much as they'd like, correct?

License resides with the host training institution or with the trainer but not necessarily the training location. The license goes with whoever is conducting the training and their trainer. The audience composition does not matter.

If mid-sized or smaller entities can't afford to pay the \$7,500 themselves, can a regional group hold a license and train those mid-size to smaller entities?

YES. This is what we want. We want anyone with a training license to open themselves up to more trainings. They can't train other trainers, but we want them training as many prospective exam takers as possible.

Does the trainer need to participate in a Train-the-Trainer workshop in order to be approved?

Yes, the training is required to become an NGICP approved trainer. Approved trainers will be promoted through the Trainer section of the website ([click here](#)).

What is the process for becoming certified to offer exam preparation courses?

There is no test to become an NGICP approved trainer. Only the training is required. However, all NGICP approved trainers must participate in an NGICP Train-the-Trainer workshop and possess two of the following three qualifications:

- Minimum of a bachelor of science degree in water resource management or environmental science
- Minimum 35 hours of experience as a trainer for hands-on, adult learning courses
- Direct experience in stormwater GI construction, inspection, or maintenance.

If taking the training to become a trainer is mandatory, does one get certified directly after taking the training?

Yes, you become an NGICP approved trainer upon completion of the training. However, in order to be able to provide the training to others, you must be covered by a training license. An individual trainer could acquire one (\$7,500—good for two years) or have their institution acquire the license. Partners in the program have a license included in their packages and could recruit an NGICP approved trainer to train using their license.

When WEF offers a training to prepare people for the exam, who is taking the course?

WEF is only planning one training site in Alexandria, Virginia in order to help us promote the program. However, WEF does not plan on providing direct exam trainings. Training will be conducted by partners and the community of NGICP-approved trainers. The exam planned for March 23rd will be the first exam available to the general public outside of the pilot. Between WEF and other trainers training for that exam, that test will help us understand who is in the market for the credential.

Where are the exams offered?

At partners around the country. We are working with PSI, a national testing company, to offer on-demand tests at their locations throughout the United States.

Does one need to be physically present to take the exam or are there options to take the exam remotely?

At present, it is a paper-and-pencil exam. Our goal is to convert it to a computer-based exam by June 2018 and be able to offer it through third-party training centers, in addition to the partners and community colleges.