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CAPABILITY STATEMENT

Carr Instructional Design helps federal agencies turn technology change into workforce capability through training, change management, AI adoption support, and human-centered learning solutions.

Carr Instructional Design supports federal agencies with practical, role-based workforce solutions that help employees adopt new systems, follow updated processes, strengthen project delivery, and use AI-enabled tools responsibly. CID combines instructional systems design, organizational change management, systems training, technical documentation, and project management training to support mission readiness and measurable adoption.

CORE CAPABILITIES

AI Adoption & Workforce Readiness

CID helps agencies prepare employees for responsible AI adoption through AI literacy communications, workforce readiness assessments, role-based AI training, responsible-use guidance, human-in-the-loop support, change messaging, and acceptable-use job aids. Our focus is helping employees understand how AI applies to their work while maintaining security, privacy, accountability, and human judgment.

Instructional Systems Design & eLearning

CID designs and develops clear, accessible, performance-based training for federal employees and contractor teams. Services include training needs assessments, learner and task analysis, curriculum design, instructor-led training, virtual training, eLearning, microlearning, SCORM-ready content, knowledge checks, and Section 508-aware learning materials.

Organizational Change Management

CID supports the people side of transformation during system implementations, AI rollouts, process changes, and digital modernization efforts. Services include change strategy, stakeholder analysis, readiness assessments, change impact assessments, communications planning, leadership messaging, resistance management, adoption planning, and sustainment support.

Systems Training & Technical Documentation

CID creates practical training and support materials that help users perform tasks accurately and confidently. Deliverables include user guides, quick reference guides, job aids, standard operating procedures, process maps, software simulations, help desk documentation, train-the-trainer materials, and post-launch support resources.

Federal Value

Federal agencies often invest in new systems, tools, and technologies without fully preparing the workforce to adopt them. CID helps close that gap by developing the training, communications, documentation, and adoption support employees need before, during, and after implementation.

CONTACT INFO

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NAICS CODES

611430 – Professional and Management Development Training

611420 – Computer Training

541611 – Administrative Management and General Management Consulting Services

541618 – Other Management Consulting Services

541512 – Computer Systems Design Services

541519 – Other Computer Related Services

541990 – All Other Professional, Scientific, and Technical Services



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Awarded Contracts & Approved Vendor Opportunities

Carr Instructional Design is positioned to support public sector, education, nonprofit, and government clients through awarded contracts and approved vendor opportunities. These awards allow eligible organizations to access CID's training, coaching, consulting, instructional design, organizational change management, and workforce development services through established procurement pathways.

Awarded contract access makes it easier for agencies, school districts, and mission-driven organizations to obtain CID's services through an approved procurement channel. CID helps clients move from planning to implementation by delivering practical training, change support, and workforce development solutions that are aligned with organizational goals and measurable outcomes.



Harris County Department of Education / Choice Partners)

Carr Instructional Design has been awarded vendor status through Harris County Department of Education / Choice Partners, expanding CID's ability to support school districts, public agencies, nonprofit organizations, and cooperative purchasing members seeking high-quality training, coaching, consulting, and workforce development services..

Advisors, Coaches, Consultants, and Trainers

CID is approved to provide consulting, coaching, training, and advisory services that help organizations strengthen workforce capability, improve performance, and support organizational change

Short-Term Workforce Certification Training

CID is approved to support workforce development and certification training initiatives, including professional skills development, project management training, and role-based learning programs designed to prepare participants for career advancement and workplace success.

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CORE COMPETENCIES

- Training needs assessments
- Custom curriculum and instructional design
- Instructor-led and virtual instructor-led training
- Learning and SCORM-ready course development
- AI literacy and responsible-use training
- Organizational change management support
- Leadership and professional development workshops
- Coaching and advisory services
- Job aids, user guides, and quick reference materials
- Workforce readiness assessments