

**Employer/Company Requirements:**

- Ensure the applicant meets the State guidelines for the ND Career Builders Program
- Confirm the position is located in Walsh County
- Ensure timely payment of the agreed upon private donation to the ND Career Builders (through the Walsh County Career Builders Program) by the last day of each quarter
- Require the applicant to commit to a 3-year work agreement
- Provide an accurate and current job description for the applicant
- This is not intended to subsidize wages
- Employer/Company is current on all Walsh County Property Taxes

**Applicant Requirements:**

- Agree to work in Walsh County for 3 years and reside in North Dakota during the 3-year period
- Meet all rules and requirements for the ND Career Builders Program
- Enroll in a designated ND college and maintain the required GPA
- Repay scholarship dollars if the terms of agreement aren't met
- Sign a legally binding *Scholarship Award Agreement*
- Be accepted into a program at the associate's level or below, or other program up to and including a bachelors level that is not longer than 4 semesters or 6 quarters and is on the high-need and emerging occupations list
- If not yet accepted into a qualifying program, provide anticipated acceptance date
- Scholarship amount will not exceed cost of attendance for program of study after other scholarships and grants are applied. The total amount may not exceed \$17,000.

Example of Total for One Recipient

|              | NDUS Amount | WCCB Amount | Employer Amount | TOTAL    |
|--------------|-------------|-------------|-----------------|----------|
| Semester 1   | \$2,125.00  | \$1,062.50  | \$1,062.50      | \$4,250  |
| Semester 2   | \$2,125.00  | \$1,062.50  | \$1,062.50      | \$4,250  |
| Semester 3   | \$2,125.00  | \$1,062.50  | \$1,062.50      | \$4,250  |
| Semester 4   | \$2,125.00  | \$1,062.50  | \$1,062.50      | \$4,250  |
| <b>TOTAL</b> | \$8,500     | \$4,250     | \$4,250         | \$17,000 |

For more information, questions, or concerns contact Stacie Sevigny, Executive Director of Walsh County JDA, (701) 352-3550 or Stacie@redriverrc.com

**Employer/Company Information**

Employer/Company: \_\_\_\_\_

Representative Name/Title: \_\_\_\_\_

Representative Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip: \_\_\_\_\_

Representative Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**Applicant Information**

Applicant Name: \_\_\_\_\_

Future Job Title: \_\_\_\_\_

Name of Institution/Provider of qualifying degree/certification: \_\_\_\_\_

Date accepted into High-Need/Emerging Occupation program/certification: \_\_\_\_\_

If not yet accepted, expected acceptance date: \_\_\_\_\_

Anticipated Salary (optional): \_\_\_\_\_ (Annual/ Monthly) DOB: \_\_\_\_\_

Applicant Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**\* ATTACH ACCURATE JOB DESCRIPTION FROM EMPLOYER \***