

# Constructing Careers Grant Program: Builder Grant Application

Builder Grants are annual, larger-scale awards for projects with significant student impact and immersive practical learning experiences. Builder Grants advance construction trades skills and career awareness. Projects are expected to include active involvement of NRVHBA members as speakers or mentors and culminate in a final report describing outcomes and student feedback. Each year, applications will open January 15 and close March 1; recipients are notified no later than May 1. Funding is provided prior to the beginning of the following school year. There is no set maximum award, as funding is determined by NRVHBA's available budget and project scope each year. Applicants are encouraged to seek matching funds to maximize project impact, but it is not required.

**Please prepare a detailed budget** for the project prior to submission. You may copy it into the appropriate question, or email it to [kelsey@nrvhba.com](mailto:kelsey@nrvhba.com) upon form submission.

Grant Applications are reviewed by an industry committee and will be scored according to the following scale:

## Criteria and Weight

- Alignment with Construction Trades/Workforce Development: 25%
  - Reviewers look at how clearly your project connects to construction skills, the homebuilding industry, and/or awareness of construction career pathways.
- Student Impact: 25%
  - Reviewers consider how many students are reached, how deeply they are involved, and how strongly the project could influence their learning and interest in construction careers.
- Incorporation of Virginia's 5 Cs: 15%
  - Reviewers evaluate how well your project intentionally develops creative thinking, critical thinking, communication, collaboration, and civic responsibility in students.
- NRVHBA Member Involvement: 10%
  - Reviewers assess whether there is a clear, realistic plan for NRVHBA members to engage with students (such as speaking, mentoring, or demonstrating skills).
- Project Sustainability: 10%
  - Reviewers consider whether the project infrastructure, materials, and partnerships can support ongoing or multi-year impact.
- Budget Clarity & Appropriateness: 10%
  - Reviewers check that your budget is clear, reasonable, limited to allowable consumable materials, and aligned with your described activities.
- Matching Funds: 5%
  - Reviewers recognize when schools or other organizations contribute matching funds, showing shared investment

1. School Name \*

2. School Address \*

3. Teacher/Project Leader Name \*

4. Email Address \*

5. Phone Number \*

6. Principal/Administrator Name and Email \*

## Project Information

7. Project Title \*

8. **Project Description (Minimum 400 words):** Describe your proposed project, objectives, activities, and expected outcomes. \*

9. **Alignment with the Construction Trades and Workforce Development (min 200 words):** How does this project promote construction trades skills and/or career awareness? \*

10. **Student Impact (minimum 200 words):** How many students will participate? What grade levels? How will students benefit? \*

11. **Incorporation of Virginia's 5 C's (min 200 words):** How will your project foster creative thinking, critical thinking, communication, collaboration, and civic responsibility? \*

12. **NRVHBA Member (Industry) Involvement (min 150 words):** How will you involve an NRVHBA member (e.g., as a guest speaker, mentor, or project collaborator)? \*

13. **Project Sustainability (minimum 150 words):** Will the project have impact beyond this year?  
Can it be repeated or expanded? Please elaborate. \*

14. What is your project timeline? \*

15. Project Budget (copy here or email to [kelsey@nrvhba.com](mailto:kelsey@nrvhba.com) upon form submission)

16. Matching Funds (optional): Is your school providing matching funds or are you seeking fund from other external sources? \*

☐ Yes

☐ No

17. If yes, please provide the amounts and details of the funds. Are these funds pledged amounts, or secured and already in hand?

## Acknowledgements

18. Does your project involve any construction, installation, renovation, or alterations to school facilities or grounds? \*

☐ Yes

☐ No

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19. If YES, I acknowledge that:

- I am responsible for identifying all building permits, engineering approvals, and Virginia Uniform Statewide Building Code compliance requirements
- Professional architectural/engineering seals may be required by Virginia law for certain projects
- I will send proof of building permits if requested by the NRVHBA

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☐ I certify that I have consulted with my school administration and/or district facilities department regarding permit requirements for this project and understand my obligations.

☐ My project will not require a building permit.

20. Do you agree to submit a final report (minimum 500 words) and student feedback survey (to be provided to you) within 30 days of project completion? \*

☐ Yes

☐ No

21. Has your principal or administrator been notified and approve of this project? \*

☐ Yes

☐ No

## Terms and Conditions

By submitting this application, the applicant agrees to the following terms:

1. **Use of Funds:** Grant funds must be used solely for the purposes outlined in the approved proposal and within the budget submitted. Funds may not be used for personal compensation or expenses unrelated to the project. School matching funds, if pledged, must be documented and tracked separately.
2. **Reporting Requirement:** A written project report (minimum 500 words) and student feedback must be submitted within 30 days of project completion. The report must include project summary and outcomes, student participation numbers and grade levels, student feedback or evaluations, impact on construction career awareness (number of students considering or enrolling in construction careers), and any impact beyond the classroom or school. Forms and surveys will be provided to the grant recipient for submission.
3. **Project Timeline:** Projects should be completed within the same school year for which funding is awarded, unless prior approval is granted by NRVHBA in writing.
4. **Recognition:** Grant recipients agree to acknowledge NRVHBA support in any publicity, classroom displays, school communications, or media related to the funded project.
5. **Publicity Release:** By accepting funding, applicants consent to NRVHBA sharing project details, photos, student testimonials, and results for promotional, educational, or advocacy purposes.
6. **Modifications:** Any significant changes to the project scope, budget, or timeline must be approved in writing by NRVHBA before implementation.
7. **Right to Withhold or Reclaim Funds:** NRVHBA reserves the right to withhold, adjust, or request the return of funds if they are misused, if the project is not completed as described, or if required reports are not submitted.
8. **Eligibility:** Applicants must receive approval from their school principal or administrator to be considered eligible for funding. Schools with matching fund commitments must document and track those funds separately.
9. **Annual Cycle:** Annual grant applications follow a structured calendar (applications due March, review March/April, funding sent July/August). Applicants should plan accordingly.
10. **Permits and Compliance:** If the proposed project involves construction or installation that requires a building permit or inspection under the Virginia Uniform Statewide Building Code, the applicant is responsible for securing all necessary approvals prior to project initiation. Proof of required permits must be provided to NRVHBA upon request.

### 22. Acceptance: \*

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By checking the acknowledgment box and submitting this application, I certify that I have read and agree to the above Terms and Conditions and that all information provided in this application is true and accurate to the best of my knowledge.

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