

# Constructing Careers Grant Program: Sustaining Grant Application

Awarded once per year, up to \$3,000, for innovative classroom or school-based programs designed to be self-sustaining and generate ongoing impact in construction education. Applicants must submit a business plan outlining a revenue model, projected outcomes, and strategies for growth. These grants support programs that will maintain themselves beyond the grant year, providing lasting workforce development opportunities for students. Sustaining Grant projects should actively engage NRVHBA members as mentors, partners, or guest speakers. 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. 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

- Business Plan Quality & Revenue Model (20%)
  - Reviewers assess how clear, realistic, and well thought-out your business plan is, including how the project will generate revenue or sustain itself over time.
- Alignment with Construction Trades/Workforce Development (20%)
  - Reviewers evaluate how strongly your sustainable program supports construction trades learning and long-term workforce development goals.
- Project Sustainability (15%)
  - Reviewers focus on whether the program has a clear plan and structure to continue beyond the grant period, including funding, staffing, and operations.
- Student Impact (15%)
  - Reviewers consider the ongoing reach and depth of student engagement, and how the program can continually influence students' skills and career interest.
- Incorporation of Virginia's 5 Cs (10%)
  - Reviewers look at how your sustained program consistently builds the 5 Cs in meaningful, real-world contexts.
- NRVHBA Member Involvement (10%)
  - Reviewers check for substantial, ongoing roles for NRVHBA members in delivering, advising, or championing the program.
- Budget Clarity & Appropriateness (10%)
  - Reviewers examine whether the budget supports both launch and sustainability, with justified costs tied directly to the business plan and program goals.

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 500 words):** Describe your proposed project, objectives, activities, and expected outcomes. \*

9. Business Plan (email to [kelsey@nrhba.com](mailto:kelsey@nrhba.com) or summarize below): Include an overview of your planned revenue generation model, projected income/expenses, marketing/promotional plan, roles and responsibilities \*

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

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

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

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

14. **Project Sustainability (minimum 150 words):** How will the project sustain itself or grow after the grant period? \*

15. What is your project timeline? \*

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

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

Yes

No

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

## Acknowledgements

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

Yes

No

20. 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

\*

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.

21. 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

22. 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 must support the business plan and revenue model as described. Funds may not be used for personal compensation or expenses unrelated to the project.
- 2. Business Plan Implementation:** Applicants agree to implement the proposed business plan and revenue model as outlined in the application. Any significant modifications to the business plan must be approved in writing by NRVHBA before implementation.
- 3. Sustainability Reporting:** A comprehensive project report (minimum 500 words) must be submitted within 30 days of project completion. The report must include detailed project summary and outcomes, business plan implementation and results, student participation numbers and grade levels, student feedback or evaluations, revenue generation results and financial sustainability projections, construction career awareness impact (number of students considering or enrolling in construction careers), long-term sustainability plan and timeline, and plans for program expansion or replication. Forms and surveys will be provided to you.
- 4. Ongoing Accountability:** Grant recipients agree to provide updates on program sustainability and revenue generation at 6-month and 12-month intervals following project completion.
- 5. Project Timeline:** Projects should be completed within the same school year in which funding is awarded, unless prior approval is granted by NRVHBA in writing.
- 6. Recognition:** Grant recipients agree to acknowledge NRVHBA support in any publicity, classroom displays, school communications, business materials, or media related to the funded project.
- 7. Publicity Release:** By accepting funding, applicants consent to NRVHBA sharing project details, photos, student testimonials, business model information, and results for promotional, educational, advocacy, or case study purposes.
- 8. Modifications:** Any significant changes to the project scope, budget, timeline, or business plan must be approved in writing by NRVHBA before implementation.
- 9. 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, if required reports are not submitted, or if the program is not implemented as outlined in the approved business plan.
- 10. Eligibility:** Applicants must receive approval from their school principal or administrator to be considered eligible for funding.
- 11. Program Replication:** If the funded program proves successful and sustainable, NRVHBA reserves the right to use the business model as a template for other schools or organizations, with appropriate credit and acknowledgment to the original applicant.
- 12. 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.

### 23. Acceptance: \*

- 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. I further commit to implementing the proposed business plan and sustainability model as outlined in my application.

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