



TESC Spouse Career Enhancement Application

Available to TESC 2023-2024 Members Only

Team Ellsworth Spouses' Club now offers awards to its members to enhance the portability of careers, and support the entrepreneurial spirit of military spouses. Awards will be given in the amount of \$500 to spouses pursuing a training or certification program by December 31, 2024 and to spouses seeking to enhance their small business through new capabilities.

Funds may be used for activities such as conference attendance, specialized skill training, or continuing education that will support a spouse's career objective. Small business owners may request funds for training, services, or materials that will grow their business. Our intent with this opportunity is to provide a unique benefit to our members and support the ongoing career objectives of spouses.

Privacy Act Statement

Authority: 10 U.S.C., Chapter 40; 37 U.S.C., chapter 9; EO 9397, November 1943

Principal Purposes: To facilitate award of scholarship funds to education centers.

Routine Uses: Information may be disclosed to federal, state, and local education institutions for the purpose of allocating awards to scholarship recipient accounts; and the TESC Scholarship Committee and subcommittees for accounting purposes.

Disclosure: Disclosure of the SSN is voluntary. However, this form will not be processed without your SSN since education institutions use your SSN as a student identifier for scholarship and accounting purposes.

Please read the above Privacy Act Statement. If you have any questions please email TeamEllsworthSpousesClub@gmail.com *

I have read & understand the Privacy Act Statement

Applicant's Personal Data, Eligibility & Requirements

Name of Applicant *

First Name

Last Name

Last 4 digits of Applicant's Social Security Number (SSN) *

Disclosure of the SSN is voluntary. However, this form will not be processed without your SSN since education institutions use your SSN as a student identifier for scholarship and accounting purposes.

Email *

Alternate Email *

This will be the email that TESC will use to communicate with applicant.

Address of Applicant *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Phone Number *

Please enter a valid phone number.

Other Phone Number *

Please enter a valid phone number.

Name of Business (if applicable) *

If not applicable please type "NA"

Eligible applicant must be member in good standing of Team Ellsworth Spouses Club and having paid dues during the 2023-2024 membership year. *

The applicant is responsible for gathering and submitting all necessary information and official documents. The Scholarship Committee members or Scholarship Judge and their dependents are not eligible to apply for these awards. Do you understand these guidelines? *

Applications must be submitted via jotform no later than, April 1, 2024. No other delivery method

will be accepted (e.g. hand-delivered, e-mailed, or faxed). Incomplete packets will automatically be deemed ineligible. Please retain a copy of all documents as application packets will not be returned. Do you understand these guidelines? *

TESC Spouse Career Enhancement Winners must agree to any publicity the TESC may want to use, including publication of photos, names, and award amounts. Winners must sign an acceptance form following notification, and may be asked for a digital photo for publicity purposes. Do you give your consent? *

Applicant must be a spouse who plans to use TESC awarded funds to attend a training or certification program in 2024 OR a small business owner who seeks to enhance their small business through new capabilities. Eligible training or certification program & small business enhancements expenses include (but are not limited to) *

- | | |
|---|--|
| Conference Attendance | Continuing Education |
| Specialized Skill Training | Marketing & Web Design for Business Enhancements |
| Equipment Purchases for Business Enhancements | Other |

Applicant's ID Card Expiration Date *

How long have you been married? *

How many times have you moved while pursuing your current career/small business? *

- Zero
- One move
- Two moves
- Three moves
- More than 4 moves

Applicants must be the non-military dependent (Spouse) of one of the following: *

- Active duty U.S. military member assigned or attached to Ellsworth Air Force Base (EAFB).
- Active duty Air National Guard or U.S. Reserve member assigned or attached to EAFB.
- Retired U.S. military member who resides in the Ellsworth AFB area.
- Active duty U.S. military member serving in a remote assignment whose dependents reside in the EAFB area.
- Civil Service member working at EAFB, who holds a valid government ID card.
- Deceased military member whose dependent resides in the Ellsworth AFB area.

Proof of Air Force Dependency must be provided. One of the following forms of verification must be submitted:

1. Dependent Verification Letter (can be obtained from MPF). Must have authorizing signature.
2. Photocopy of current orders (Active Duty only) with SSN blacked out. Dependent's name must be

Retirement orders and additional documentation with dependents name (eg: proof of valid

Sponsor Information

Sponsor's Name *

First Name Last Name

Sponsor's Information: *

Active Duty

Deceased

AD Reservist

Retired

Remote Active Duty

Civilian

Sponsor's Phone Number *

Please enter a valid phone number.

Sponsor's Work Email Address *

example@us.af.mil

Sponsor's Rank/Grade & Branch of Service *

Rank/Grade does not affect eligibility or award consideration & info will be masked from the Scholarship Judges.

Sponsor's Organization *

Sponsor's Organization Mailing Address

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Sponsor's Current Mailing Address (if different from applicant)

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

**Team Ellsworth Spouses Club
Spouse Career Enhancement
2024-2025 Application**

Type of Award Applicant is applying for either Certification or Training or Small Business Enhancement. *

If Certification or Training what is the name of Training Course & Name of Accrediting Body/Host

If Small Business Enhancement please list EIN or Business License Number. Please indicate if this your EIN or the EIN of a parent company?

Please upload your Resume Here
For a sample please go to
TeamEllsworthSpousesClub.com/Scholarships.

Spouses applying for small business support must have a registered LLC with an EIN or be a sole proprietor operating on a valid business license. If a spouse is involved in direct sales, they may use the EIN of the parent company along with proof of their affiliation with that company in good standing. If awarded could you supply the necessary information? Failure to provide may result in the rescinding of award. *

Yes, I could provide the needed documentation.

Proof of Good Standing. If applying for small business support using a Parent Company EIN

Please upload your completed essays.

- Please upload in word doc or pdf.
 - Document should be no more than 1 page. Place your SSN (Last 4 ONLY) in the upper right corner (header), and word count at the end of the essay. DO NOT use your name, school, position, or other identifiers in the essay.
 - You can find a sample at www.TeamEllsworthSpousesClub.com/Scholarships
- Judging criteria will include: critical thinking, organization, language use, prose style, mechanics and overall impression of the essay.

Fund disbursement. As all awards will be delivered directly to our winners TESC requests an itemized list of expenses.

- Please provide an itemized list of expenses totaling up to \$500. Describe how you arrived at these prices for expenses. Attachments with proof of research or expense cost are encouraged.
- Document should be no more than 1 page. Place your SSN (Last 4 ONLY) in the upper right corner (header), and word count at the end of the essay. DO NOT use your name, school, position, or other identifiers in the essay.
- Please submit as word doc or pdf.
- Winners will be notified via email provided.

Certification Letter

I certify that if I accept a Team Ellsworth Spouses Club (TESC) Career Enhancement Award, I will abide by the following conditions:

1. Awards are to be used the 2023 calendar year for training, certification or small business expenses.
2. As an award recipient, I have until **May1, 2023** to complete and sign a notice/acceptance of award and further reinforce my intent for the use of funds. In failing to do so, I will forfeit the award and it will in turn, be awarded to an alternate applicant.
3. I am a responsible citizen in good standing in the school, on Ellsworth AFB, and in the community.
4. I am an owner of a small business with an established LLC, business license, or work in direct sales and am in good standing with my parent company.
5. It is my responsibility to notify the TESC Scholarship Committee of any change of status. Failure to do so may result in the forfeiture of my award.
6. Unclaimed funds as of **September 1, 2023** revert to the TESC Charitable Fund.

7. If any of the above conditions are violated, scholarship funds must be returned to the TESC Charitable Fund.
8. The application is due via JotForm no later than **April 1, 2023**.

Please click the following to agree to the terms of the Certification Letter *

I agree & authorize the TESC Scholarship Chair to release this application to the Scholarship Committee and Scholarship Judge as needed. I certify all this information on the application is accurate to the best of my knowledge, and the essay is entirely my own effort.