NYSBA Research & Education Foundation
REF

Tools of the Trade Scholarship

Young people entering the residential construction industry often face an immediate barrier to entry: the expense of purchasing tools. To help address this barrier and encourage workforce development, the NYSBA REF offers the Tools of the Trade scholarship program.

For Fall 2024, there are **seven* (7) $500 scholarships** available to be used towards tools, equipment, clothing or training. Applicants must aspire to a career in residential construction and work for a residential construction-related company in New York State.

**For the first 30 days of availability, there is one scholarship available per NYS region as identified in the NYSBA REF Bylaws. After such time, scholarships will be considered regardless of region.*

To be eligible, applicants must be:

- Age 18 or older
- U.S. citizen and New York State resident
- High school graduate (or GED equivalent)
- Newly employed (less than one year) by a residential construction-related company
- Sponsored by a NYSBA member or local HBA

How to apply:

Complete the online application and submit:

- HBA Nomination Form
- Sponsor Commitment Form
- Three letters of recommendation
  1. Builder/remodeler employer
  2. Educator/mentor/colleague
  3. Personal reference
- Proof of employment

Recipient Expectations

- Connect with sponsor at least three times within six months of award
- Provide digital photos exhibiting use of funds (and release for REF's use)
- Attend at least one local HBA meeting or event

Suggestions

- Ask your employer to provide a list of tools most needed to be successful in your role.
- Shop at a NYSBA member company. Ask your local HBA for recommended suppliers.

Apply online at nysbaref.com.

HBA Nomination Form

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NYSBA REF sees this as a good opportunity to partner with local HBAs to support workforce development. In addition to requiring a NYSBA member sponsor to apply, eligible applicants' much also request the local HBA in their area complete this form.

By completing this form, you are agreeing to:

- Verify the applicant's sponsor is a member in good standing.
- Deliver REF funds to approved recipients.
- Connect approved recipients with a trusted local supplier member(s) to assist them in purchasing appropriate tools.
- Invite the recipient to a local HBA meeting or event, at REF's expense.

Questions? Contact the NYSBA REF Administrator at admin@nysbaref.com.

Applicant's Name: _____

Local HBA: _____

Executive Officer Signature: _____

Date: _____

Please return completed form to applicant for their submission.

Sponsor Commitment Form

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NYSBA REF sees this as a good opportunity to partner with members to support workforce development. To be eligible, the applicant must request the local HBA in their area nominate them and secure the commitment of an existing NYSBA member to sponsor them.

By completing this form, you are agreeing to support this applicant (if they are selected) by:

- Meeting with recipient at least three times within six months of scholarship being awarded to discuss their career progress and provide guidance.
- Advising recipient with regard to spending awarded funds appropriately to be most successful in their position.
- Working with HBA Executive Officer to invite the recipient to a local HBA meeting or event, where you will introduce him/her to other members..

Questions? Contact the NYSBA REF Administrator at admin@nysbaref.com.

Applicant's Name: _____

Sponsor Name & Company: _____

Phone: _____ **Email:** _____

Signature: _____ **Date:** _____

Please return completed form to applicant for their submission.

Recommendation Form

Scholarship Applicant's Name: _____

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NYSBA REF's Tools of the Trade scholarship program is open to applicants who are new to the residential construction industry to help them purchase tools, equipment, clothing or training. Applicants are required to submit reference forms from three references. *Questions? Contact admin@nysbaref.com.*

Reference Type: (check one) ☐ Employer ☐ Educator/Mentor/Colleague ☐ Personal

Full Name: _____ **Length of relationship:** _____

Company Name & Title: _____
(if applicable)

Phone: _____ **Email:** _____

Please describe why you think this applicant should be awarded this scholarship.

Please rate the applicant on the following attributes.

	Excellent	Very Good	Good	Fair	Poor
Accountability					
Communication skills					
Courtesy					
Dependability					
Desire to learn					
Enthusiasm					
Industriousness					
Initiative					
Maturity					
Personal appearance					

Signature: _____ **Date:** _____

Please return completed form to applicant for their submission.