



School to Work Trades Grant Application & Guidelines

I. PURPOSE

The Headwaters Builders Association (HBA) School to Work Grant provides financial assistance to individuals pursuing full-time employment in the construction trades.

II. ELIGIBILITY

- A. Open to high school graduating seniors or students enrolled in an apprenticeship program within the HBA region (Vilas, Oneida, Lincoln, Langlade, Price, Forest, and Iron counties).
- B. Applicants may receive this grant up to two times: once as a graduating senior and once while enrolled in an accredited apprenticeship program.
- C. Applicants must be employed, or in the process of being employed, by an HBA member business in a construction-related trade (e.g., carpentry, plumbing, HVAC, masonry, electrical).

III. APPLICATION REQUIREMENTS

- A. Completed application form, including 250-word summary describing career choice, goals in the trades, and qualifications.
- B. Letter of recommendation from employer.

IV. AWARD DESCRIPTION

- A. \$1,000 will be awarded to qualified applicants in the HBA region.
- B. Funds will be issued jointly to the applicant and sponsoring HBA member employer.
- C. Grant funds must be used for trade-related expenses such as tools, safety equipment, clothing, or boots.

V. APPLICATION DEADLINE

Applications must be postmarked or emailed no later than **May 1, 2026** to:

Mail: PO Box 1074, Minocqua, WI 54548

Email: headwatersba@gmail.com

Applicant Acknowledgment:

I certify that the information in this application is true and complete. I am pursuing a career in a construction-related trade and understand that, if awarded, grant funds are to be used for tools, equipment, or related items. I agree to remain employed with the sponsoring HBA member for at least six (6) months and to provide photos showing how the funds were used. I understand these photos may be used by the Headwaters Builders Association for marketing purposes.

Applicant Signature: _____ Date: _____

III. EMPLOYER SECTION	
Company Name:	
Supervisor Name:	
Address:	
Phone:	
Email:	
Date Hired:	
Position Offered:	

Employer Acknowledgment:

I confirm that the above-named applicant is employed or in the process of being employed by my company in a construction-related trade. I agree to support their continued employment for a minimum of six (6) months and understand that any funds awarded are intended to assist with the purchase of tools, equipment, or other job-related expenses.

Employer Signature: _____ Date: _____