

# Skilled Trade Scholarship Application

**\$1,000  
Scholarship  
Available**

**No  
GPA  
Requirements**

**Are you eligible?  
Check out the requirements inside!**



## SKILLED TRADE SCHOLARSHIP PROGRAM GUIDELINES

1. The purposes of the program are:
  - A) To offer positive reinforcement and incentives to students who understand and show a commitment to developing the attitude and ability to be productive members of the tri-state area workforce;
  - B) To build awareness in the community regarding high-wage, high-skill occupations where there is a demand for qualified workers in the tri-state area; and
  - C) To offer scholarships to individuals seeking the education they need to prepare for skilled occupations where there is a demonstrated demand by employers in the tri-state area.
  
2. **Eligible applicants are:**
  - A) The immediate family members (children, step children, foster children, underemployed/unemployed spouses) of individuals who are members of Dubuque Area Labor-Management Council member unions or who work for employers belonging to the Dubuque Area Labor-Management Council (see the back of the application for a full list);
  - B) Employees/members of DALMC member organizations seeking to upgrade their skills (see the back of the application for a full list);
  - C) The immediate family members or individuals employed at corporate sponsors of the scholarship program (see the back of the application for a full list);
  - D) Youth and adults eligible for assistance under the Workforce Investment Act;
  - E) Individuals in the military that have been honorably discharged and their immediate family members.
  - F) Members of the Tech WORKS programs that will complete all of the steps of the program by the end of their senior year.
  - G) Individuals that have completed an Opportunity Dubuque program and wish to further their education.
  - H) Students that have completed at least three Project Lead the Way courses.
  
3. **Not eligible are:**
  - A) **Individuals pursuing post-graduate programs or whose desired occupation requires a post-graduate degree. This includes any careers that require a masters degree or PhD.**
  - B) Individuals who have received this scholarship in the past.
  
4. Applicants must intend to become employed in either Dubuque, JoDaviess or Grant counties following the completion of their educational program, in the occupation identified in his/her application.
  
5. Assistance is available to applicants for program expenses incurred after July 1, 2019.
  
6. Applications are available at [www.dalmc.com](http://www.dalmc.com)
  
7. Guidelines for letters:
  - A) One letter is required to document conduct and attendance history (absences and tardiness). **Do not send copies of school records.** Obtain a letter from a high school counselor, principal or other official who will summarize your record. Persons already enrolled in post-secondary education who cannot provide this documentation may secure such a letter from a current/recent employer.
  - B) Two letters of recommendation are required from persons familiar with the applicant's potential to qualify for employment and succeed in his/her chosen occupation (individuals with first-hand experience of the applicant's classroom or job performance). Letters may not be from family members. The letters must be written on the letterhead of the institution of the person writing the letter, if applicable, and should indicate the person's title. Do not send more than two letters of recommendation and one letter of documentation.
  
8. No proof of individual or family financial need is required.
  
9. Applicants must show they are serious students. However, no proof of academic superiority, such as grade point average, is required. Do not include this information. ("B" and "C" students are encouraged to apply.)
  
10. Assistance available: The Council will award up to ten scholarships in total from the two scholarship applications in the amount of \$1,000 each.
  
11. Important dates:
 

Applications available	January 2, 2019
Application deadline	March 15, 2019
Recipients announced	May 1, 2019
Recognition dinner	November 26, 2019
  
12. The cover of the application must be the official form printed in this brochure. All paperwork must be submitted together. Do not have letters mailed separately. Incomplete applications or those which do not adhere to these guidelines will be returned without consideration.
  
13. Applicants offered assistance must sign a letter of understanding acknowledging the terms and conditions under which funds will be disbursed. This will include a recognition that the applicant must enroll in the program for which assistance is being provided.

### WHERE YOU CAN GO FOR INFORMATION

Question B is very important. It counts for more than one-fourth of your score. For help in answering it, contact someone who directs the educational program at the school you attend or want to attend. Contact two Dubuque-area employers who hire people in this occupation. Look at websites such as the Labor Market Information section of [www.iowaworkforce.org](http://www.iowaworkforce.org) for information or [FutureReadyIowa.gov](http://FutureReadyIowa.gov).

# 2019 Skilled Trade Scholarship Program

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ E-mail \_\_\_\_\_  
City/State/Zip \_\_\_\_\_ Age \_\_\_\_\_

Scholarship eligibility (check the requirement you meet for this scholarship)

- Immediate family member (child, step child, foster child, underemployed/unemployed spouses) of individuals who are members of Dubuque Area Labor-Management Council member unions or who work for employers belonging to the Dubuque Area Labor-Management Council
- Current employee/member of DALMC member organization seeking to upgrade their skills
- Immediate family member or individual employed at Scholarship Program sponsor
- Youth and adults eligible for assistance under the Workforce Investment Act
- Individual in the military that have been honorably discharged or their immediate family members
- Member of the Tech WORKS programs that will complete all of the steps of the program by the end of their senior year
- Completed an Opportunity Dubuque program and wish to further their education
- Completed at least three Project Lead the Way courses

Name(s) of parents/guardians/spouse (if eligible through their organization) \_\_\_\_\_

Name(s) of parents/guardians/spouse's employer and/or union or Guard/Reserve unit \_\_\_\_\_

Career you are preparing for \_\_\_\_\_

Name of school/program you are/will be attending \_\_\_\_\_

When do you expect to complete or graduate from this program \_\_\_\_\_

Please respond to the following questions. Use 8 1/2 x 11" sheets of white paper. Limit your application to no more than two pages, single-spaced. Do not use the back side of any sheet. Put the letter for each question before your response. Do not refer to or include any attachments.

- A) Why are you interested in this occupation? What are your hopes and aspirations?
- B) What information have you gathered to show that there is a need for qualified workers in this occupation or field in the Dubuque area? Show how many openings there are or how many are expected. What level of starting (entry level) compensation is being offered to persons entering this field? Include both salary/wages and fringe benefits.
- C) What are you already doing to prepare for success in this occupation (for example, jobs, activities, classes)?
- D) What is your record of participation in volunteer school and/or community service and/or activities, if any?

**In addition to answering these questions, please gather and attach the following supporting materials:**

- E) A letter from an official at the school you most recently attended or your most recent employer, documenting your conduct and attendance records. **Do not attach a school transcript.** (See Guideline 7-A.)
- F) Two letters of recommendation from persons familiar with your potential for success in your chosen occupation (individuals with first-hand experience of your classroom or job performance). In addition to any other supporting information, these letters must address your reliability and work habits. Do not send more than two letters of recommendation. Do not submit letters from individuals who are relatives.

Send one copy of the application to:

Dubuque Area Labor-Management Council, P.O. Box 14, Dubuque, IA 52004-0014

All materials must be packaged together. Do not have letters mailed separately. Applications must be postmarked on or before March 15, 2019, or delivered to the address above before 5 p.m. on March 15, 2019.

# 2019 Skilled Trade Scholarship



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National Electrical Contractors Association  
Sheet Metal Workers Local 91  
Westphal & Company

**Additional DALMC members**

A&G Electric Company  
Alliant Energy  
A.Y. McDonald Mfg.Co.  
City of Dubuque  
County of Dubuque  
Dubuque Community School District  
Dubuque County Deputy Sheriffs' Assn.  
Dubuque Education Association  
Dubuque Stamping and Manufacturing  
East Central Intergovernmental Assn.  
Flexsteel Industries  
Geisler Brothers  
Georgia-Pacific  
Hawkeye Electric  
Hillcrest Family Services  
IBEW Local 204  
I.U.P.A.T. District Council 81  
Ironworkers, Local 89  
Laborers, Local 43

Matthews Distributing  
Millwrights, Local 2158  
Modern Piping Company  
Morse Electric Company  
Myers-Cox Company  
NICC Higher Education Association  
Operating Engineers Local 234  
Paulson Electric Company  
Plumbers & Pipefitters, Local 125  
Plumbers & Pipefitters, Local 25  
Plumbers & Pipefitters, Local 23  
Rousset  
Teamsters Local 120  
Thompson Truck and Trailer  
United Auto Workers, Local 94  
United Auto Workers, Local 1391  
United Steelworkers, Local 1861-U  
University of Dubuque

**Additional Associate Members**

Constellation Energy  
Dubuque Bank and Trust  
Dubuque Chamber of Commerce  
Dubuque Building Trades  
Friedman Financial Services  
Greater Dubuque Development Corp  
Lockton Companies  
Loras College  
Mechanical Contractors Assn. of Iowa  
Medical Associates  
Mercy Medical Center  
Petrzelka & Breitbach  
United Way of Dubuque Area Tri-States  
Wellmark Blue Cross/Blue Shield

