

North Carolina Home Builders Association Educational & Charitable Foundation, Inc.

General Information for Sending Recommendations, Transcripts & Nominations

If you are writing a recommendation for a student, please explain how long you have known the student and comment on his or her intellect, leadership, work ethic, creativity or any other information you believe would be valuable to the evaluation committee. Return your letter no later than March 30, 2026.

If you are submitting a transcript for a student, please be sure it includes grade point average, class rank and number in class. March 30, 2026 is the deadline to submit a transcript.

If you are nominating a student, please fill out the nomination form and send it in before March 30, 2026. If you are nominating another NCHBA member's relative, please identify the relevant NCHBA member number for that nominee's family.

March 30, 2026: Deadline to receive application in NCHBA office.

NCHBA - P.O. Box 99090 - Raleigh, NC 27624 - (919) 676-9090 or by email to tgarrett@nchba.org

To apply, you need to submit:

- Completed application form including copy of income tax return to verify income.
- Three letters of recommendation. These letters should not be from family members. Please provide those writing your recommendations with the enclosed general information sheet and a stamped envelope. Be sure to allow enough time for your letters of recommendation to be written and sent.
- Transcript from college or other post secondary institution. Be sure to allow several weeks for your transcripts to be sent.
- Nomination form from sponsoring NCHBA member. Please provide the person nominating you with the enclosed nomination form, general information sheet and a stamped envelope.

The following guidelines will apply in accepting applications for the NCHBA Educational & Charitable Foundation, Inc. scholarships:

Eligibility: Scholarships will be awarded to students nominated by members of NCHBA. Four year college students entering their junior year or senior year, or two year technical school students entering their second year, who have declared their major in a residential construction related field may be nominated. Nominees DO NOT have to be related to an NCHBA member but a member must sign off on their application before it is submitted. Immediate family members of any current trustee of the NCHB Education & Charitable Foundation, Inc. shall not be eligible. Students must be taking a minimum of 12 credit hours per semester to be eligible.

Length of Time: Initial scholarships will be for one year. Scholarship winners will be eligible for consideration for renewal if they maintain satisfactory progress in their studies but they must reapply. Scholarships will be awarded for a maximum of 4 semesters for college or university students and 2 semesters for technical school students.

Criteria: Scholarships will be based on a combination of need and merit as determined by the Board of Trustees. **First preference will go to students attending college or technical school in North Carolina.** Scholarship applications will include information on grades, achievements and financial need.

Scholarship Number & Amount: The number of scholarships and the amount of each scholarship will be determined by the Board of Trustees based on the availability of funds. Scholarships will be used for tuition, academic fees and books only. Remaining funds will be returned to the NCHBEFCF.

Timetable: Scholarship applications will be accepted beginning in January each year and the Board of Trustees will meet in the spring to select the scholarship recipients. The scholarship winners will be announced each year no later than July for the upcoming Fall term.

****Workforce Development Regional Scholarships do not need a recommendation from an NCHBA member***