

General Information

Purpose:	The Karl E. Bybee Educational Grant is designed to provide financial assistance to the California Workforce Connection (CWC) members who want to enhance their skills, knowledge, and abilities in workforce fields.
Eligibility:	An applicant must be a member of CWC for at least one (1) year.
Awards:	Bybee trustees can approve grant requests up to \$500 or two grants per member, per fiscal year, whichever is less. Any request over that amount must be approved by the Executive Board of The California Workforce Connection (CWC).
Procedures:	Once a training course has been completed, submit the application form with required documentation. You can mail, email (scanned documents with signatures), or fax the application and supportive documents to each of the three Bybee trustees. Two of the three trustee must approve the grant before payment is issued.
Payment:	The treasurer of CWC issues payment for approved educational grant.
Exceptions:	Grants may not be used for institutes, conventions, books or college matriculation purposes or to obtain a degree. The number of grants available is based on the solvency of the Bybee Trust Fund.
Appeals	Appeals must be submitted to the CWC President within 30 days of issuance of a denial letter from the Bybee Board.
Questions:	For more information, contact your Local Chapter President or email your questions to Bybee Trust Board Members: Arlene Bautista- ajosebautista@gmail.com John Sziebert – jsszei@hotmail.com Tom Sims- bjtsims@earthlink.net