Thank you for partnering with the **ND Career Builders Scholarship & Loan Repayment Program**. Your private-sector donation will help grow business across North Dakota by filling positions that are in high-demand in the state. Students and new employees will also benefit through access & affordability, and reduced loan indebtedness.

- Your private-sector donation will be matched dollar-for-dollar by the state up to $8,500 total per recipient.
- Payments will be accepted directly by the North Dakota University System (NDUS) on behalf of the program. Donors may also contact a participating college in ND to inquire on how to contribute toward this program through the college or foundation. ALL donations must be receipted by the ND University System (NDUS) for a student to qualify for payment.

**Contact the program administrator, NDUS, with questions at ndfinaid@ndus.edu or at 701-328-2906.**

**DONOR INFORMATION:**

Date: ____________________________

Name of Business or Individual Donor: ___________________________________________________________________

Chief Officer (if business): ______________________________________________________________________________

Address/City/State/Zip Code: _____________________________________________________________________________

Phone #: __________________________________________________________________________________________

Email Address: ________________________________________________________________________________________

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**Instructions:**

1. Identify below as either a business or individual.
2. Enter the amount of the private-sector funds for the scholarship in **Section A**, or the loan repayment in **Section B**.
3. You may designate funds toward a specific college, program, student, or to the general good of the program. Note that donors do not have to identify specific colleges, programs or students but have the option.
4. After reading the **Statement of Understanding** on the reverse side, sign/date this form. A donor signature is REQUIRED.
5. Where to send this form and checks:
   - Scholarship Option 1: Send this form and the check directly to the institution. The check should be **made payable to the institution**.
   - Scholarship Option 2: Send this form and the check directly to the ND University System, Attn: Brenda Zastoupil, 600 E Blvd Ave, Dept. 21, Bismarck, ND 58505-0602. The check should be **made payable to the ND University System**.
   - Loan Repayment: ALL loan repayment forms and checks must be sent directly to the ND University System, Attn: Brenda Zastoupil, 600 E Blvd Ave, Dept 21, Bismarck, ND 58505-0602. The check must be **made payable to the ND University System**.
   - **CHECK THIS BOX**

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**SECTION A – SCHOLARSHIP donation in the amount of $**

Designated for College (insert college name if applicable):

Designated for Program of Study (insert program name if applicable):

Designated for Recipient (insert student name if applicable):

("Individual" donors may not designate a recipient.)

General Scholarship Program- NO Designation (**Funds must be sent directly to NDUS by the donor.**)
## SECTION B - LOAN REPAYMENT donation in the amount of $______________

Designated for Program of Study (insert program name if applicable):

Designated for Recipient (insert recipient name if applicable): (*Individual* donors may not designate a recipient.)

General Loan Repayment Program – NO Designation *(Funds must be sent directly to NDUS by donor.)*

### DONOR SIGNATURE & STATEMENT OF UNDERSTANDING - REQUIRED on all donations:

As a donor to the ND Career Builders Program, I understand that:

- By signing below, I am certifying that the funds donated are NOT State of ND funds or federal funds. I understand that private sector means from a business, an individual or from funds raised by a local or private entity, such as an association, a city or a job development authority.
- My private-sector donation to the ND Career Builders program is a state-sponsored program codified under statute N.D.C.C. 15-10-38.1 and N.D.C.C. 15-10-38.2;
- I should contact my tax preparer for guidance regarding tax implications of donating to a state-sponsored program, including a donation made for the benefit of a specific individual;
- If I am an *individual* and not a *business*, I may not direct the use of the funds toward a specific recipient, however, I may contribute to the general scholarship or general loan repayment program and designate to an institution or to a specific program of study;
- Once funds are remitted to the NDUS for the benefit of the ND Career Builders Scholarship or Loan Repayment Program, they become part of the Career Builders Program, and I may not request a return of funds. I expect no benefit in return for my donation;
- Donations received into the program that go unused or that are repaid by a recipient will not be returned to the donor;
- I understand that if a recipient must repay scholarship funds, the repayment includes my private-sector donation;
- Third-party agreements that are negotiated with a recipient are outside of the Career Builders program and should not conflict with ND Career Builders procedures. I will make every effort to educate the recipient about the additional requirements.
- To provide equal access to the program across the state, donations made with a designation will be matched with the state funds at the point in time a student application is approved and finalized by the NDUS;
- Donations made for the general good of the program without designation of institution, program, or student will be matched with state funds immediately. Funds with no designation should be sent directly to NDUS by the donor.

*CHECK ONE:*  
- **YES**, you may use my organization’s name in promotion of the ND Career Builders program.  
- **NO**, do NOT use my organization’s name in promotion of the ND Career Builders program.

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**Printed Name of Donor**

**Signature of Donor (Required)**

**Date**

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ND CAREER BUILDERS PROGRAM ADMINISTRATOR  
North Dakota University System  
600 E Blvd. Ave., Dept. 21  
Bismarck, ND  58505-0602  

Please direct questions to: ndfinaid@ndus.edu or 701-328-2906  

7/14/2023