



STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA

CYBERSECURITY PUBLIC SERVICE GRANT EMPLOYER CONTRACT PROPOSAL

To be completed by the Employer

This contract is intended to verify eligibility for the Cybersecurity Public Service Repayment Grant as administered by the State Council of Higher Education for Virginia. The employer must provide the following information to the address listed below.

From such funds as are available through appropriations and subject to matching employer funds, qualifying employees will be eligible for up to \$20,000 total from a combination of program funds and employer match for up to 3 years subject to SCHEV final approval. The program may match, but not exceed, the employer commitment; the actual award may be reduced based on available program funds and employer match amount and duration.

On company letterhead, please provide the following information:

Prospective Employee Information

- Name and position title
- Describe how the individual's position description relates to the field of cybersecurity
- Indicate physical location where the employee will work full-time
- Indicate the beginning month and year and expected duration of the full-time employment

Employer Information

- Employer business name, address, and telephone
- Name and position title of person verifying employment
- Amount of employer annual match (up to \$10,000 a year)
- Duration of employer match (up to three years maximum)
- Signature and date
- If private employer, provide verification of current valid contract with the Commonwealth of Virginia or a state agency, federal agency, or qualifying military organization including how the employee's position relates to that contract.

Position Information

- Job description (the Employee Work Profile (EWP) , if available, is preferred
- Salary information

The complete letter should be mailed, faxed or emailed to:

State Council of Higher Education for Virginia
Virginia Cybersecurity Public Service Grant
101 North 14th St., Monroe Bldg, 10th Fl.
Richmond, Virginia 23219
Fax: (804) 225-2604 Email: AbbieHandford@schev.edu