# Career Readiness Reimbursement Grant

## Frequently Asked Questions (FAQ)

### 1. What is the Career Readiness Reimbursement Grant?

The Career Readiness Reimbursement Grant is a Cherokee Nation Career Services workforce initiative designed to help eligible Cherokee Nation citizens offset the cost of short-term, non-degree vocational training. The program provides one reimbursement payment of up to $1,000 for verified eligible out-of-pocket training expenses after successful completion of eligible training.

### 2. When will the application be available?

The application period is scheduled for November 17, 2026, at 10:00 a.m. Central Time through July 31, 2027, at 5:00 p.m. Central Time, subject to available program funding and any future program announcements.

### 3. Who is eligible to apply?

Applicants must:

- Be an enrolled citizen of the Cherokee Nation.
- Reside within the United States.
- Have successfully completed an eligible short-term, non-degree vocational training program on or after October 1, 2026.
- Have completed training within an eligible Priority Industry / Career Field or another high-demand occupation approved by Career Services.
- Meet all application, documentation, and other program requirements.

### 4. Is there an age requirement?

No. There is no minimum or maximum age requirement for participation in the program.

*Verification of guardianship if under the age of 18 may be required.

### 5. Do I have to live within the Cherokee Nation Reservation?

No. The program is available to eligible Cherokee Nation citizens residing anywhere within the United States, including citizens living both within and outside the Cherokee Nation Reservation.

### 6. How recent does my training need to be?

Eligible training must have been successfully completed on or after October 1, 2026, which is the approved retroactive eligibility date for the program.

### 7. What types of training programs are eligible?

Eligible training must generally be short-term, non-degree, employment-focused vocational training that prepares the participant for employment or career advancement and leads to an industry-recognized credential, certification, professional license, certificate, registration, or other recognized occupational competency. Academic degree programs are not eligible.

### 8. What are the Priority Industries / Career Fields?

Current Priority Industries / Career Fields include:

- Health Care (NAICS 62)
- Social Assistance (NAICS 62)
- Manufacturing Industry (NAICS 31-33)
- Construction Industry (NAICS 23)
- Transportation and Warehousing (NAICS 48-49)

Career Services may also consider other high-demand occupations when the training meets program requirements and demonstrates workforce demand, employer need, competitive wage potential, or alignment with Cherokee Nation workforce and economic development priorities.

### 9. What are examples of eligible vocational training pathways?

Examples include, but are not limited to:

- **Health Care:** Licensed Practical Nurse (LPN), Dental Assistant, Certified Nursing Assistant (CNA), Medical Assistant, and Personal / Home Health Care Aide.
- **Social Assistance:** Child Care Provider/Assistant, Cooking and Related Culinary Arts, Administrative Assistance and Secretarial Science, and Business Technology.
- **Manufacturing:** Welding, CNC Technology, Machinist Technology, Graphic Communications, Aircraft Maintenance, and Aerospace Engineering Technology.
- **Construction**: Electrical, Plumbing and Pipefitting, HVAC/R, Carpentry, and Heavy Equipment Operations.
- **Transportation and Warehousing**: Class A CDL, Class B CDL, Medium/Heavy Vehicle and Truck Technology, Aircraft Powerplant Technology, and Airframe/Aircraft Maintenance.

Program titles may vary by training provider. Career Services will review the training curriculum, credential, and occupational outcome to determine eligibility.

### 10. What schools or training providers are eligible?

Career Services does not maintain a separate approved provider list. Career Services must be able to reasonably verify the legitimacy of the training provider, the training program, successful completion, the credential or occupational outcome, and the applicant's eligible costs. Training may be determined ineligible when sufficient information cannot be obtained for verification.

### 11. Do I need to apply before my training begins?

No. This is a post-completion reimbursement program. Applicants apply after successfully completing eligible vocational training. Completing training does not guarantee reimbursement; each application remains subject to eligibility review, documentation requirements, available funding, and program approval.

### 12. How much assistance can I receive?

Eligible applicants may receive one reimbursement payment of up to $1,000. The payment may be less than $1,000 and may not exceed the applicant's verified eligible out-of-pocket expenses.

**13. Can I receive more than one reimbursement under this program?**

No. The program provides one reimbursement payment per eligible applicant, with a maximum payment of $1,000. Multiple reimbursements for separate training programs are not permitted.

**14. Is this a scholarship or direct payment to the training provider?**

No. This is a reimbursement-based assistance program. Cherokee Nation does not pay the training provider through this program. Approved reimbursement is issued to the eligible applicant after successful completion, eligibility verification, documentation review, and payment authorization.

**15. What expenses are eligible for reimbursement?**

Eligible expenses may include:

- Tuition
- Required books.
- Required fees.

All expenses must be directly related to the eligible training program, personally paid by the applicant or the applicant's parent/guardian if under the age of 18, supported by itemized documentation, and approved by Career Services.

**16. What expenses are not eligible?**

Examples of expenses or training that are not eligible include:

- Academic degree-seeking programs or expenses associated with an academic degree.
- Expenses paid, reimbursed, or funded by another Cherokee Nation program, scholarship, grant, employer, training provider, or other funding source.
- Expenses that cannot be verified as personally paid by the applicant or, if the applicant is under 18 years of age, by the applicant's parent or legal guardian.
- Optional supplies, uniforms, upgrades, memberships, dues, or costs unrelated to the eligible training program.
- Housing, meals, travel, lost wages, or other general living expenses.
- Conferences, general workshops, webinars, resume-writing workshops, job-shadowing, or other activities that do not meet the definition of eligible vocational training.
- Professional development or continuing education that does not otherwise meet program eligibility requirements.
- Costs above the verified eligible expense amount or above the $1,000 program maximum.

**17. What documents are required?**

Applicants must upload all required documentation through the Gadugi Portal. Required documentation includes:

- Cherokee Nation Form W-9
- Proof of Gadugi Corps Registration

- Proof of Successful Training Completion such as certificate of completion, professional license, or industry certification.
- Itemized Proof of Payment showing eligible Tuition, Required Books, and Required Fees personally paid by the applicant or, if the applicant is under 18 years of age, by the applicant's parent or legal guardian. This may include Paid Receipt, Credit Card Statement, Bank Statement, Provider Payment Ledger, or Canceled Check.
- Proof of Selective Service Registration (if applicable)

Career Services may request additional documentation or clarification when necessary to complete the eligibility review.

**18. Why do I need to disclose financial aid or other assistance?**

Cherokee Nation Career Services is the payor of last resort through this reimbursement program. Applicants must disclose and, when applicable, pursue reasonably available financial aid, grants, scholarships, employer assistance, or other funding sources before reimbursement is approved.

**19. What does "payor of last resort" mean?**

Reimbursement is limited to eligible out-of-pocket expenses that remain after other financial assistance has been applied. If another funding source pays or reimburses all eligible training expenses, there is no remaining eligible out-of-pocket cost to reimburse through this program.

**20. Can I receive this reimbursement if another Cherokee Nation program paid for my training?**

No reimbursement will be issued for expenses that were already paid, reimbursed, or funded through another Cherokee Nation program or other funding source. Individuals who previously received Career Services funding for the same vocational training or credential are not eligible to receive reimbursement for those same expenses.

**21. Do I have to register with the Cherokee Nation Gadugi Corps?**

Yes. Applicants must register as a volunteer with the Cherokee Nation Gadugi Corps and provide verification of registration as part of the program requirements.

**22. Is Selective Service documentation required?**

Applicants who are required to register with the Selective Service System must provide proof of registration. If Selective Service registration does not apply to the applicant, this documentation is not required.

**23. Do I have to complete an exit survey?**

Yes. The Participant Exit Survey is included as part of the online application in the Gadugi Portal. Applicants must complete the survey questions as part of submitting a complete application.

The survey collects information such as employment outcomes, career goals, and program feedback.

**24. How do I apply?**

After successfully completing eligible training, submit the Career Readiness Reimbursement Grant application through the Cherokee Nation Gadugi Portal. Complete all required application fields and upload the required supporting documentation before submitting the application.

**25. Is reimbursement guaranteed if I meet the basic eligibility requirements?**

No. Submission of an application and completion of training do not guarantee approval or reimbursement. Payment is subject to final eligibility verification, successful training completion, eligible expenses, complete supporting documentation, program approval, and available funding.

**26. What happens if my application is incomplete?**

Career Services may request additional documentation or clarification. Applications containing incomplete, inaccurate, inconsistent, or insufficient information may be placed on hold, delayed, or determined ineligible if the required information is not provided.

**27. What if my application is determined ineligible?**

Applicants who believe their application was determined ineligible in error may request reconsideration or appeal the decision. Requests must be submitted within fourteen (14) calendar days from the date of the denial or ineligibility notice.

Applicants may provide additional documentation or information they believe supports their eligibility. Requests will be reviewed in accordance with Career Services procedures and applicable Cherokee Nation policies.

Submission of a reconsideration or appeal request, or additional documentation, does not guarantee approval or reimbursement.

**28. Who do I contact if I need help with the application?**

For assistance with the Gadugi Portal application, contact the Gadugi Portal Call Center at (918) 453-5058.

**29. What is the goal of the program?**

The goal of the Career Readiness Reimbursement Grant is to expand access to short-term vocational training for Cherokee Nation citizens, increase attainment of industry-recognized credentials, reduce financial barriers to workforce training, and support employment and career advancement in high-demand occupations.

**Program Note:** Program requirements are subject to applicable Cherokee Nation policies, available funding, and current Career Services procedures. Career Services may issue updated application instructions or program guidance as needed.