

**From:** [Chambers, Blair](#)  
**To:** [Chambers, Blair](#)  
**Subject:** NOW OPEN – FY26 Apprentice and Intern Grant Opportunities  
**Date:** Friday, November 22, 2024 8:03:37 AM  
**Attachments:** [image001.png](#)

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Dear Transit Partners,

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**NOW OPEN – FY26 Apprentice and Intern Grant Opportunities**

Apprenticeship

The Integrated Mobility Division Apprentice Program, administered through the N.C. Department of Transportation Integrated Mobility Division (NCDOT-IMD), offers work experience and learning opportunities to individuals who **have earned a bachelor's degree** and have the desire to work in the field of public transportation. The program provides exposure to all aspects of a transit system and allows apprentices to gain experience in public transportation operations. The Apprentice Program develops a pool of qualified individuals for the future of the state's public transportation industry.

The transit systems benefit from being a sponsor for the program by having apprentices on staff to assist with everyday operational tasks and special projects. This is a 12-month program. Apprentices participate in all aspects of public transportation services and may spend time observing the general manager and the governing or advisory board as they carry out management and policy duties. Apprentices may also participate in other duties such as customer database maintenance, collecting service quality surveys, collecting and analyzing service data (i.e., ridership, revenue, hours and miles), and making revenue and expense estimates for the system's short-range transportation plan. Individual activities for the apprentice will vary with each sponsor.

**FY26 Budget**

**Salary \$46,800 (maximum) + 10% local \$5,200 = \$52,000 (\$25.00/hr.)**

**FICA \$ 3,580 (maximum) + 10% local \$ 398 = \$ 3,978**

**Travel \$ 1,080 (maximum) + 10% local \$ 120 = \$ 1,200**

**Total \$51,460 (maximum) + 10% local \$5,718 = \$57,178**

Internship

The Public Transportation Internship Program, administered by the N.C. Department of Transportation Integrated Mobility Division (NCDOT-IMD), provides work experience and learning opportunities for **students attending a college or university in North Carolina** who have the desire to work in the field of public transportation management.

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The program provides exposure to all aspects of a transit system, allowing interns to gain experience in managing public transportation operations. The Internship Program also assists with developing a pool of qualified workers for the future of the state's public transportation industry.

Sponsor transit systems benefit from the program by having interns on staff to assist with everyday operational tasks and address special projects. A 12-month commitment is required for the Internship Program. Interns work approximately 12 weeks full time, 40 hours per week during the summer between their two years of graduate school, and 10 hours per week during the fall and spring semesters of their second year (880 Hours max).

**FY26 Budget**

**Salary \$19,800 (maximum) + 10% local \$2,200 = \$22,000 (880 hrs. @ \$25.00/hr.)**

**FICA \$ 1,515 (maximum) + 10% local \$ 168 = \$ 1,683**

**Travel \$ 1,080 (maximum) + 10% local \$ 120 = \$ 1,200**

**Total \$22,395 (maximum) + 10% local \$2,488 = \$24,883**

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**Important Notes:**

- ALL transit agencies are eligible to apply.
- ALL applications MUST be received by December 31, 2024
- The grants are posted on the EBS Grant page.
- More information is available on the NCDOT CONNECT website or you may email [kbedwards2@ncdot.com](mailto:kbedwards2@ncdot.com) and request the information and required forms.
- **FOR THE RIGHT CANDIDATE, ALL EDUCATION REQUIREMENTS MAY BE WAIVED!**
- The agency is responsible for recruiting, hiring, and managing the Apprentice/Apprentice.

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