

The State Board of Community Colleges

The North Carolina Community College System Office

A Report to the Joint Legislative Education Oversight Committee Of the North Carolina General Assembly

**“Expenditures from House Bill 275 Funds:
July 1, 2001 – June 30, 2002”**

Office of the President

**The Division of Business and Finance
The Division of Economic & Workforce Development**

September 2003

Introduction

The 1999 Session of the North Carolina General Assembly recognized the importance of workforce training by providing an unprecedented appropriation¹ of funds to the North Carolina Community College System (NCCCS). The appropriation, originating from the "Employment Security Commission Training and Employment Account"², was made to develop a funding mechanism³ to enhance worker training in North Carolina. The legislation that initiated the appropriation became commonly known as **House Bill 275**.

The appropriation made to the NCCCS from the funds generated by House Bill 275 was designated for four specific workforce development activities⁴. They included:

- Equipment, Technology and Management Information System Reserves
- Regional and Cooperative Programs
- New and Expanding Industry
- Focused Industrial Training

Reporting Requirement

In addition to the appropriation made by the 1999 Session Laws and House Bill 275, the General Assembly imposed a reporting requirement upon the NCCCS about the expenditure of these funds. This is stated as follows:

The Community College System Office and the Employment Security Commission shall report to the Joint Legislative Education Oversight Committee prior to May 1, 2000, on proposed expenditures of these funds and prior to May 1 of subsequent years on actual expenditures.
Section 9.11.(e)

It is the purpose and intent of this report to comply with the directive of the General Assembly

¹ "the Current Operations and Capital Improvements Act of 1999" – Session Law 1999-237

² Created in G.S. 96-6.1

³ Ratified on July 15th, 1999, the bill established a funding mechanism which implemented a zero unemployment insurance tax rate for employers with positive insurance ratings, and to temporarily reduce the unemployment insurance tax by twenty percent for most employers and substitute an equivalent contribution to fund enhanced employment services and worker training programs.

⁴ Section 9.11. (a) Of Session Laws 1999-237.

Establishing Availability

The legislation that authorized the establishment of the funding mechanism for enhanced worker training also established a special account within the Office of the State Treasurer.⁵ This account was established as a non-reverting, interest earning account.

In Section 30.5(a) of Session Law 2001-424, the General Assembly established estimates for collections from receipts generated by House Bill 275, and appropriated those receipts to the North Carolina Community College System. The following chart illustrates those estimates and appropriations:

Workforce Development Activities	Legislative Estimate for 2001-02	Unallocated Funds Received in for 2000-01	Total Availability For 2001-02 "Budgeted Amount"
Equipment, Technology and MIS Reserve Funds	\$19,154,298	\$ 2,109,000	\$21,263,298
Start-Up Fund for Regional and Cooperative Initiatives	\$ 400,000	\$0	\$ 400,000
New and Expanding Industry Training Program	\$ 7,000,000	\$0	\$ 7,000,000
Focused Industrial Training Program	\$ 1,500,000	\$0	\$ 1,500,000
Totals	\$28,054,298	\$ 2,109,000	\$30,163,298

The chart also provides the actual receipts received in FY 2000-01 that was not allocated to colleges. These amounts were added to the beginning availability for the "Equipment, Technology and MIS Reserve Funds." Based upon these estimates, President Lancaster directed that a spending plan be prepared.

Spending Plan, Actual Collections and Disbursements

Based upon the President's directive, the Division of Business and Finance prepared a spending plan (Cash Flow Projections), and an accompanying document to monitor the actual collections and disbursements. This can be found in **Attachment A**, entitled "Budgeted Amounts, Actual Collections and Allocations of House Bill 275 Funds for 2001-02."

With respect to the allocation of receipts to the "Training and Employment Account" by the ESC, it should be noted that the receipts are not allocated in equal installments. The reasons for that are:

- Employers remit payments to the ESC on a quarterly basis, based upon the amount they are required to pay.
- The billings are based upon a calendar quarter, while the state operates on a fiscal year basis.

⁵ "Training & Employment Account"

- There is a delay of approximately 45 days between the end of the calendar quarter, when payments and deposits are made, and the subsequent disbursement to the NCCCS.
- There are multiple disbursements to the NCCCS throughout the quarter.

Therefore, **ATTACHMENT A** lays out the fiscal quarter receipts. In the final analysis, the actual collections plus carry-forward were 94.1% of the Budgeted Amount.

Actual Expenditure of Funds

As previously discussed, there were four specific workforce development activities identified by the General Assembly for the use of House Bill 275 funds by the NCCCS. As such, the anticipated spending plan focused around those four areas. The following information provides an accounting of the actual expenditure of those funds:

A. Equipment, Technology and MIS Reserve

The Division of Business and Finance developed a spending plan for the use of equipment funds for 2001-02. Each Community College was advised in mid-July of the funds that would be available to them by fiscal quarter, again based upon the actual disbursement of funds from the Training and Employment Account. The spending plan is included in **ATTACHMENT B**.

At the same time colleges were given quarterly spending plans for equipment, they were also advised of a reporting requirement to account for both the House Bill 275 equipment funds appropriated for 2001-02, and the House Bill 275 funds carried forward from fiscal year 2000-01. Toward that end, five specific expenditure codes were established within the House Bill 275 funds (purpose 922). Consistent with a 1997 "Equipment Needs Survey" which identified broad areas of need, the expenditure codes that were established included:

1. Computer equipment and technology (5315)
2. Allied health and diagnostic equipment (5316)
3. Shop and lab machinery and machines (5317)
4. Other moveable equipment (5318)
5. Minor equipment (< \$1,000) (5510)

For fiscal year 2000-01, \$21.26 million was actually allocated in new funds, and an additional \$22.48 million was available from funds carried forward from 1999-2001.⁶ Based upon actual expenditures, the colleges spent House Bill 275 equipment funds for the following purposes:

⁶ Section 9.11. (a) Of Session Laws 1999-237 noted that the equipment funds were "non-reverting." This mirrors the regular state appropriated equipment funds for the NCCCS.

<u>Purpose</u>	<u>Funds Expended</u>	<u>% of Total</u>
Computer/Technology	\$ 7,025,675	64.6 %
Allied Health	\$ 306,174	2.8 %
Machines/Machinery	\$ 721,341	6.6 %
Other	\$ 1,474,052	13.6 %
Minor	\$ 1,348,724	12.4 %
Total	\$ 10,875,966	100.0 %

Of the \$43.7 million available, \$10.9 million was expended, and \$32.6 million carried forward to fiscal year 2002-03. The reason for the large carry forward is clear. With the passage of the \$3.1 billion 2000 Higher Education Bond Referendum in 2000, of which Community Colleges received \$600 million, colleges were saving a portion of their funds for equipping newly built or renovated facilities. In addition, there were strong concerns about the availability of cash with which colleges could carry over their regular equipment funds during the 2001-02 budget shortfall. As such, they were advised to spend their regular equipment funds first, which they did, for fear of losing it. Their House Bill 275 funds were not a part of reversions for 2001-02. Thus, the carry forward was much larger than would otherwise be expected. A detailed accounting by college is included in **ATTACHMENT C**.

B. Start-Up Funds for Regional and Cooperative Initiatives

Increasingly regional training needs tend to transcend service area boundaries of a particular community college. Programs and activities in such areas as plastics, networking, metal working, e-commerce, allied health, and the like take on a regional focus, and require collaborative efforts to be initiated and sustained. The cost of such programs and activities are enormous. It is practically impossible for any one college to have the resources necessary to initiate these programs, and taxing authorities within the service delivery area are reluctant to fund activities that are not county-specific.

It goes without saying that the skills needed of employees by both business and industry know no boundaries. Industries often draw on labor pools that are increasingly regional in nature. Industries also look increasingly to the NCCCS to provide them with a labor pool that has the skills necessary to their particular process. It is against this backdrop therefore that a portion of funds was designated by the General Assembly for regional and cooperative programs that benefit primarily business and industry. It is also important to note that the Assembly contemplated drawing as many participants into the process as possible by noting the language "cooperative initiatives."

In response to legislative intent, the State Board of Community Colleges directed President Lancaster to develop a competitive process whereby colleges would develop proposals for a portion of the funds for regional and cooperative programming. A grant application was developed and proposals were solicited for projects that were funded from 1999-2001, and completed by 2001-02. A status report for four colleges with capital projects is found at the end of this report, along with a budget and expenditures in **ATTACHMENT D**.

An additional amount of \$400,000 was appropriated by the General Assembly for Regional and Cooperative Programs for fiscal year 2001-02. By verbal communication, it was understood that these funds were earmarked for the Brunswick Interagency Program for capital purposes. The State Board approved this project on March 15, 2002 as Construction Project #1264 entitled "Brunswick Interagency Program Building Addition and Renovation." A descriptive copy of the project/program can be found at the end of this report.

C. New and Expanding Industry Training

Customized training funds allocated from the ESC Employment and Training Account provide funding support to the New and Expanding Industry Training program. The New and Expanding Industry Training Program is the nation's oldest customized training program, and has since been copied in some form by 47 other states as a result of its success in fostering economic development. The program provides free customized training to companies that create at least 12 new jobs.

During the 2001-02 program year, \$5,217,577 in House Bill 275 funds was available for New and Expanding Industry projects. Of this amount, \$1,756,836 was expended on the following projects:

<u>College</u>	<u>Company</u>	<u>2001-2002 HB275 Expenditures</u>
Asheville-Buncombe	Medical Action Industries	\$10,797.34
Asheville-Buncombe	Sample Group	30,705.32
Beaufort	Flanders Filters	12,730.75
Bladen	Bladen Industries	8,340.66
Bladen	Greif Brothers	120.00
Bladen	Squires Hardwoods	3,040.00
Brunswick	Rampage Sportfishing	22,571.07
Catawba Valley	Alcatel Optical Fiber	70,112.09
Central Carolina	Caterpillar	7,802.30
Central Carolina	Wyeth Pharmaceuticals	141,263.35
Central Piedmont	Digital Optics	1,954.52
Central Piedmont	Solectron	13,492.00
Central Piedmont	Textron	4,537.48
Central Piedmont	United Stationers	630.00
Coastal Carolina	Omega World Travel	192.28
Durham	AW North Carolina	85,747.20
Durham	Eisai Pharmatechnology	25,262.35
Fayetteville	Cingular Wireless	24,876.00
Gaston	Buckeye Technologies	2,224.79
Guilford	RF Microdevices	132,114.55
Halifax	Reser's Fine Foods	50,967.00
Isothermal	Broyhill Furniture	20,425.49
Isothermal	Woodland Mills	5,608.69
Johnston	Novo Nordisk Pharma.	21,163.20
Lenoir	Masterbrand Cabinets	170,662.25

Martin	Penco Products	34,665.22
Montgomery	Homanit USA	64,543.43
Pitt	Catalytica Pharmaceuticals	40,414.03
Pitt	United Machine Works	2,389.00
Rowan-Cabarrus	Corning	162,936.99
Sampson	Lundy's	12,257.00
Sampson	Squires Hardwoods	8,066.56
Sandhills	Unilvever	16,876.70
Southeastern	Conflandey	3,869.00
Vance-Granville	Revlon	318,416.49
Wake	Biogen	73,972.19
Wake	Cisco Systems	63,427.05
Wake	John Deere	59,831.41
Wake	WorldCom	27,830.00

D. Focused Industrial Training

Customized training funds allocated from the ESC Employment and Training Account in 2001-2002 provided supplementary funding for the Focused Industrial Training Program. The Focused Industrial Training program provides customized retraining programs to manufacturing and information technology companies in North Carolina to enhance their productivity and competitiveness.

Based on the guidelines for the Focused Industrial Training (FIT) program, funds may be utilized in four categories to support manufacturing and information technology companies (i.e., software publishers and designers of computer equipment). These categories include:

1) Company-specific projects

Company-specific projects provide customized training to assist companies in retraining production employees in new technologies and production processes.

2) Seminar workshops for groups of companies

Seminar workshops are provided to employees of multiple companies in a college's service area to provide information and training on technologies and production processes.

3) Special projects to develop and provide new training programs

Special projects may be approved to develop and provide new training programs designed to support North Carolina manufacturing and information technology companies.

4) Apprenticeship Training

Colleges may request FIT funding specifically for courses that support training for apprenticeship. As with other FIT training, this typically occurs when class sizes are small, or instructor costs are high, such that the training could not be carried out through the occupational extension program.

In addition to these four program categories, Section 30.5 (b) of Session Law 2001-424 provided the following direction regarding House Bill 275 funds:

“Of the funds appropriated by this act from the Employment Security Commission Training and Employment Account for Focused Industrial Training, the sum of two hundred fifty thousand dollars (\$250,00) is allocated for the 2001-2002 fiscal year to Catawba Valley Community College for the operation of the Hosiery Technology Center and the sum of two hundred fifty thousand dollars (\$250,000) for the 2001-2002 fiscal year is allocated to Guilford Technical Community College for the operation of the Piedmont Triad Center for Advanced Manufacturing.”

During the 2001-2002 program year, total HB 275 expenditures for the Focused Industrial Training Program were \$1,311,854.90. This included \$1,294,366 on college-level projects, \$2,439 at the North Carolina Center for Applied Textile Technology, \$15,050 in the Apprenticeship Program, and \$500,000 expended for the operation of the Hosiery Technology Center and Piedmont Triad Center for Advanced Manufacturing as required by Session Law 2001-424.

Based upon the FIT program categories, the HB 275 funds supported the following training projects:

1. Company-Specific Projects

<u>College</u>	<u>Company</u>	<u>Type of Training</u>
Bladen	Interior Wood Spec.	Software
Blue Ridge	Printpack	Printing Equipment
Brunswick	Ramco Machine	ISO
Brunswick	Caterpillar	Team Effectiveness
Caldwell	Schweizer	ISO
Caldwell	Shuford Mills	Textile Machinery
Central Carolina	Morganite	2D/3D Modeling
Cleveland	INVENSYS	Soldering
Craven	BSH/Amital	Team Effectiveness
Craven	Hatteras Yachts	Problem Solving
Craven	Tredegar	Statistical Process Control
Edgecombe	ASC	ISO
Fayetteville	Black & Decker	Die Casting
Forsyth	Parkdale Mills	Comber/Lap Winder
Gaston	Beal Manufacturing	Textile Machinery
Gaston	Buckeye Technologies	Industrial Maintenance
Gaston	Carolina Mills	Textile Drawing
Gaston	GeoGolf	Software
Gaston	Freightliner	Multiplex Circuitry

James Sprunt	Computer World	Information Technology
James Sprunt	Carolina Turkeys	Job Analysis
James Sprunt	National Spinning	Link Spinning
McDowell	Baxter	Blueprints/Schematics
Nash	Honeywell	Supervision
Sampson	Schindler Elevator	Process Control/Die Casting
Sandhills	Unilever	Industrial Maintenance
Stanly	SPX-Contec Metal Forge	Production Maintenance
Tri-County	Coats American	Textile Winding
Wake	Weavex	Lean Manufacturing
Wake	Morton Metalcraft	Welding, Blueprint
Wake	Ajinomoto	Lean Manufacturing
Wake	Nomacorc	Math, Electricity, Physics
Wake	GlaxoSmithKline	Motors/Controls
Wake	EMC	Computer Introduction
Wake	Diosynth	Problem Solving
Wayne	Georgia Pacific	Industrial Maintenance
Wilkes	Gates Rubber	Lean Maintenance
Wilkes	Magnolia Manufacturing	Quality/Re-engineering
Wilson	Bridgestone/Firestone	Incident Investigation

2. *Seminar Workshops*

For the second year in a row, the North Carolina Community College System sponsored a *BioQuality* Seminar Series at 10 community college locations across the state. The series is sponsored in collaboration with the North Carolina Biotechnology Center, as part of the *Partnership for Biotechnology Workforce Training*, a collaborative initiative designed to enhance workforce development for North Carolina's rapidly growing biotechnology/pharmaceutical industry. Approximately 180 employees from 19 different North Carolina biotechnology/pharmaceutical companies participated in the workshops.

Workshops and the sponsoring colleges in the *BioQuality* series included:

<u>College</u>	<u>Topic</u>
Asheville-Buncombe	Writing Effective Procedures
Lenoir	Critical Thinking for Pharma.
Wake Tech	Scientific Presentations
Alamance	GMP 211
Wilson Tech	GMP 101
Vance-Granville	BioBusiness
Pitt	Training for GMP
Johnston	Auditing for GMP
Central Carolina	Writing Technical Reports
Nash	Problem Solving

In addition to BioQuality, several colleges organized and sponsored other workshop-based programs for their area companies using HB 275 funds. In 2002, these included:

<u>College</u>	<u>Topic</u>
Blue Ridge	Plastics Learning Network
Catawba Valley	Lean Manufacturing
McDowell Tech	Lean Manufacturing
Vance-Granville	Inventory Control

3. *Special Projects*

NC Manufacturing Certification

The North Carolina Manufacturing Certification Program is a unique, collaborative training program funded with HB275 funds, to provide short-term concentrated training that meets industry skill standards and certification requirements. The program has garnered the recommendation of the National Association of Manufacturers' Center for Workforce Success, and the North Carolina Citizens for Business and Industry, and it has been not only instrumental in retraining for existing manufacturing jobs, but also in attracting new jobs to North Carolina. The program has been developed collectively utilizing expertise from colleges throughout the System.

A major initiative for 2002 was the initiation of an enhancement and redesign of *Level I* training modules, based on feedback from the first year of implementation and new skill standards released by the Manufacturing Skill Standards Consortium. During 2002, HB 275 funds supported the following colleges to lead redesign of the following modules:

Southeastern	Manufacturing Concepts
South Piedmont	Math for Measurement
Asheville-Buncombe	Problem Solving
Wilkes	Communications & Teamwork

In addition, development was completed and train-the-trainer sessions provided by *Davidson County Community College* and *Guilford Technical Community College* that enables delivery of training for national certifications in metals and plastics. Work continues on a new program for electronics, led by Durham Technical Community College, and funds were provided in 2002 for the Center for Applied Textile Training, who provides the textile certificate series, to acquire blueprint and SPC training programs.

BioWork

BioWork is a 128-hour process technician training program developed collaboratively by the North Carolina Biotechnology Center and the North Carolina Community College System, through the *Partnership for Biotechnology Workforce Training*. Even in its infancy, the program has garnered national attention having been profiled as a best practice at the 2001 BIO Conference and in the *San Francisco Chronicle*.

House Bill 275 funds were utilized in 2002 to continue support for this program. Funds were awarded to *Vance-Granville Community College*, the program pilot site to develop and provide the train-the-trainer program for other colleges as well as technical consultation in lab/program development. In addition, funds were provided to *Central Carolina Community College* to lead development of industry led content-validated training assessments.

Economic Literacy Training

For the second year in a row, House Bill 275 funds were utilized to support a statewide effort to provide economic literacy training. Funds were awarded to *Haywood Community College* to support a ½ time instructor to provide train-the-trainer, as well as advanced company instruction in economic literacy (i.e., reading of a balance sheet, income statement, and recognizing economic impact on a company) through community colleges throughout North Carolina. In addition, funds awarded in 2002 to *Isothermal Community College* enabled a statewide partnership effort to develop instructors and customized training based on the nationally successful programs offered through Paradigm Learning.

Industrial Maintenance Training

In an effort to enhance Industrial Maintenance training throughout the state, House Bill 275 funds were awarded to Guilford Technical Community College to leverage Guilford Tech's Curriculum Improvement Project efforts such that it would support short-term training for industry. Based on a survey of instructional needs, college maintenance instructors were trained for advanced delivery of Programmable Logic Controller training to support North Carolina industries.

Problem Solving Training

Through a strategic partnership with Kepner Tregoe, an organization recognized as a national/industry leader in training for problem solving/analytic trouble shooting, House Bill 275 funds were awarded to *Central Carolina Community College* to support trainer development for community college instructors. The project supported instructor development for strategically located college instructors throughout the state. The effort will enable North Carolina Community Colleges to deliver nationally recognized problem solving training to industries throughout North Carolina.

4. *Apprenticeship*

During the 2001-2002 program year, the following HB275 funds were expended in support of apprenticeship training:

Fayetteville Tech	\$337.00
Guilford	\$5,250.00
Wake Tech	\$9,463.00

Post Script

The 2001 Session of the General Assembly took two additional actions with respect to House Bill 275. These actions included appropriating funds for the final year of current legislative authorization,⁷ and extending the sunset for House Bill 275 until January 1, 2006.⁸ The extension is subject to two conditions, either of which would preclude the disbursement of funds:

1. The amount in the Unemployment Insurance Fund is \leq \$900 million as of August 1 of the preceding year; or
2. The State unemployment rate rises above 4.3% in any of the 12 months preceding August 1.

Given the fiscal condition of the Unemployment Insurance Trust Fund, it is unlikely that the Community College System will receive any additional new appropriations from House Bill 275 through the current re-authorization period.

⁷ Section 30.5. (a) Of Senate Bill 1005.

⁸ Section 30.5.(e)

ATTACHMENT A

Budgeted Amounts, Actual Collections and Allocations of House Bill 275 Funds for FY 2001-02
Division of Business and Finance

Budget Category	Budgeted Amount	Cash Flow			July Payment	Oct Payment	Jan Payment	Budget to Actual	
		Ap/May/Jn First Quarter 50%	Jul/Aug/Sep Second Quarter 33%	Oct/Nov/Dec Third Quarter 17%				Cumulative	% of Projection
Equipment, Technology, & MIS Reserve	\$ 21,263,298	\$ 11,948,316	\$ 6,820,555	\$ 2,494,427	\$ 11,948,316	\$ 4,745,627	\$ 4,569,355	\$ 21,263,298	100%
Regional & Cooperative Initiatives	\$ 400,000	\$ 133,333	\$ 133,333	\$ 133,334	\$ 133,333	\$ 266,667	\$ -	\$ 400,000	100%
New & Expanding Industry Program	\$ 7,000,000	\$ 2,500,000	\$ 2,500,000	\$ 2,000,000	\$ 2,500,000	\$ 2,000,000	\$ 717,577	\$ 5,217,577	75%
Focused Industrial Training Program	\$ 1,500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 1,000,000	\$ -	\$ 1,500,000	100%
	\$ 30,163,298	\$ 15,081,649	\$ 9,953,888	\$ 5,127,761	\$ 15,081,649	\$ 8,012,294	\$ 5,286,932	\$ 28,380,875	

Availability	House	Payments Received during the Quarter		
		1st Qtr Actual	2nd Qtr Actual	3rd Qtr Actual
2000-01 Unallotted June/Equipment	\$ 2,109,000	\$ 243,784	\$ -	\$ 130,544
2001-02 Appropriation	\$ 28,054,298	\$ 12,728,865	\$ 5,840,950	\$ 3,664,643
TOTAL	\$ 30,163,298	\$ 2,109,000	\$ -	\$ 1,491,745
		\$ 15,081,649	\$ 8,012,294	\$ 5,286,932

ATTACHMENT B

North Carolina Community College System
Equipment, Technology and MIS Reserve
Allocations of the House Bill 275 Funds
2001-2002

COLLEGES	2001-2002 WEIGHTED FTE	FIRST QUARTER 50%	SECOND QUARTER 33%	THIRD QUARTER 17%	TOTAL
ALAMANCE CC	2,149	\$206,448	\$117,848	\$43,100	\$367,396
ASHEVILLE-BUNCOMBE TCC	3,625	348,242	198,790	72,702	619,734
BEAUFORT COUNTY CC	1,282	123,158	70,303	25,711	219,172
BLADEN CC	881	84,635	48,313	17,669	150,617
BLUE RIDGE CC	1,498	143,908	82,148	30,043	256,099
BRUNSWICK CC	785	75,412	43,048	15,744	134,204
CALDWELL CC & TI	2,465	236,805	135,177	49,437	421,419
CAPE FEAR CC	3,596	345,456	197,200	72,120	614,776
CARTERET CC	1,234	118,547	67,671	24,749	210,967
CATAWBA VALLEY CC	2,608	250,542	143,019	52,305	445,866
CENTRAL CAROLINA CC	3,663	351,893	200,874	73,464	626,231
CENTRAL PIEDMONT CC	8,165	784,386	447,757	163,755	1,395,898
CLEVELAND CC	1,503	144,388	82,422	30,144	256,954
COASTAL CAROLINA CC	2,840	272,830	155,742	56,958	485,530
COLLEGE OF ALBEMARLE	1,493	143,428	81,874	29,943	255,245
CRAVEN CC	1,584	152,170	86,864	31,768	270,802
DAVIDSON COUNTY CC	2,131	204,718	116,861	42,739	364,318
DURHAM TCC	2,823	271,197	154,809	56,617	482,623
EDGEcombe CC	1,499	144,004	82,203	30,063	256,270
FAYETTEVILLE TCC	6,276	602,916	344,167	125,870	1,072,953
FORSYTH TCC	4,091	393,010	224,345	82,048	699,403
GASTON COLLEGE	2,778	266,874	152,342	55,715	474,931
GUILFORD TCC	5,346	513,573	293,167	107,218	913,958
HALIFAX CC	1,171	112,494	64,216	23,485	200,195
HAYWOOD CC	1,306	125,463	71,619	26,193	223,275
ISOTHERMAL CC	1,415	135,935	77,597	28,379	241,911
JAMES SPRUNT CC	1,025	98,469	56,210	20,557	175,236
JOHNSTON CC	2,475	237,765	135,726	49,638	423,129
LENOIR CC	1,832	175,994	100,464	36,742	313,200
MARTIN CC	713	68,496	39,100	14,300	121,896
MAYLAND CC	953	91,552	52,261	19,113	162,926
MCDOWELL TCC	871	83,674	47,764	17,469	148,907
MITCHELL CC	1,344	129,114	73,703	26,955	229,772
MONTGOMERY CC	572	54,950	31,368	11,472	97,790
NASH CC	1,674	160,816	91,800	33,573	286,189
PAMLICO CC	310	29,781	17,000	6,217	52,998
PIEDMONT CC	1,503	144,388	82,422	30,144	256,954
PITT CC	3,703	355,736	203,067	74,266	633,069
RANDOLPH CC	1,630	156,589	89,387	32,691	278,667
RICHMOND CC	1,334	128,153	73,155	26,754	228,062
ROANOKE CHOWAN CC	784	75,316	42,993	15,724	134,033
ROBESON CC	2,044	196,361	112,090	40,994	349,445
ROCKINGHAM CC	1,459	140,162	80,010	29,261	249,433
ROWAN-CABARRUS CC	2,900	278,594	159,032	58,162	495,788
SAMPSON CC	985	94,626	54,016	19,755	168,397
SANDHILLS CC	2,582	248,045	141,593	51,784	441,422
SOUTH PIEDMONT CC	1,120	107,595	61,419	22,462	191,476
SOUTHEASTERN CC	1,919	184,352	105,235	38,487	328,074
SOUTHWESTERN CC	1,604	154,091	87,961	32,169	274,221
STANLY CC	1,278	122,773	70,084	25,631	218,488
SURRY CC	2,317	222,587	127,061	46,469	396,117
TRI COUNTY CC	854	82,041	46,832	17,128	146,001
VANCE-GRANVILLE CC	2,853	274,079	156,455	57,219	487,753
WAKE TCC	6,205	596,095	340,274	124,446	1,060,815
WAYNE CC	2,379	228,543	130,461	47,712	406,716
WESTERN PIEDMONT CC	1,761	169,174	96,571	35,318	301,063
WILKES CC	1,782	171,191	97,722	35,739	304,652
WILSON TCC	1,403	134,782	76,939	28,137	239,858
TOTAL	124,375	\$11,948,316	\$6,820,551	\$2,494,427	\$21,263,294

ATTACHMENT C

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
ANALYSIS OF HOUSE BILL 275 EQUIPMENT (922) CARRYOVER TO JULY 1, 2002
FOR PERIOD ENDING JUNE 30, 2002

COMMUNITY COLLEGES	FY 01-02 CARRYOVER ALLOTMENT	ALLOTMENTS		TRANSFERS INTO/FROM 450 NON-ADD	01-02 TOTAL ADJUST. ALLOTMENT	EXPENSES 01-02		01-02 TOTAL HB275 EXPENSE	01-02 UNEXPENDED BALANCE	FY 02-03 EQUIPMENT CARRY-OVER
		FY 01-02	ALLOTMENTS			01-02	450			
ALAMANCE CC	\$730,329	\$367,396	\$0		\$1,097,725	\$0.00	\$0.00	\$0.00	\$1,097,725.00	1,097,725
ASHEVILLE-BUNCOMBE TCC	762,991	619,734			1,382,725	40,624.65	0.00	40,624.65	1,342,100.35	1,342,100
BEAUFORT COUNTY CC	105,113	219,173			324,286	88,667.90	0.00	88,667.90	235,618.10	235,618
BLADEN CC	120,452	150,617			271,069	64,380.91	0.00	64,380.91	206,688.09	206,688
BLUE RIDGE CC	228,389	256,099			484,488	238,196.84	0.00	238,196.84	246,291.16	246,291
BRUNSWICK CC	105,590	134,204	4,000		239,794	61,951.15	4,000.00	65,951.15	173,842.85	173,843
CALDWELL CC & TI	450,724	421,419			872,143	318,141.77	0.00	318,141.77	554,001.23	554,001
CAPE FEAR CC	562,713	614,776			1,177,489	213,661.31	0.00	213,661.31	963,827.69	963,828
CARTERET CC	167,863	210,966	40,346		378,829	394,129.15	40,345.79	325,622.29	53,206.71	53,207
CATAWBA VALLEY CC	279,228	445,866			725,094	0.00	0.00	0.00	330,964.85	330,965
CENTRAL CAROLINA CC	433,755	626,231			1,059,986	1,775,124.35	969.72	1,776,094.07	1,059,986	1,059,986
CENTRAL PITDMONT CC	1,646,570	1,395,898	970		3,042,468	92,847.15	0.00	92,847.15	1,266,373.93	1,266,374
CLEVELAND CC	320,704	256,954			577,658	1,034,357.00	0.00	1,034,357.00	1,034,357.00	1,034,357
COLLEGE OF ALBEMARLE	548,828	485,529			1,034,357	140,632.86	26,233.94	166,866.80	330,192.20	330,192
COLLEGE OF ALBEMARLE	241,813	255,246	26,234		513,053	0.00	0.00	0.00	678,038.00	678,038
DAVIDSON COUNTY CC	125,941	364,318	5,565		490,259	301,774.79	5,565.00	307,339.79	182,919.21	182,919
DURHAM TCC	853,150	482,624	22,198		1,335,774	383,267.48	22,197.35	405,464.83	930,309.17	930,309
EDGEcombe CC	366,152	256,271			622,423	115.05	0.00	115.05	622,307.95	622,308
FAYETTEVILLE TCC	982,213	1,072,953			2,055,166	717,771.05	0.00	717,771.05	1,337,394.95	1,337,395
FORSYTH TCC	373,049	699,402			1,072,451	371,757.49	0.00	371,757.49	700,693.51	700,694
GASTON COLLEGE	229,377	474,931			704,308	590,217.81	18,955.00	609,172.81	95,135.19	95,135
GUILFORD TCC	823,696	913,958	18,955		1,737,654	0.00	0.00	0.00	1,737,654.00	1,737,654
HALIFAX CC	329,503	200,195			529,698	156,352.99	0.00	156,352.99	373,345.01	373,345
HAYWOOD CC	390,111	223,275			613,386	166,099.26	0.00	166,099.26	447,286.74	447,287
ISOTHERMAL CC	201,998	241,910			443,908	109,726.82	0.00	109,726.82	334,181.18	334,181
JAMES SPRUNT CC	175,236	423,129			598,365	372,747.33	0.00	372,747.33	461,132.00	461,132
LENOIR CC	501,233	313,200			814,433	285,065.01	0.00	285,065.01	377,005.67	377,006
MARTIN CC	241,256	121,896	5,372		363,152	0.00	5,371.96	5,371.96	529,367.99	529,368
MAYLAND CC	127,278	162,926			290,204	206,199.19	0.00	206,199.19	357,780.04	357,780
MCOWELL TCC	90,148	148,907			239,055	30,494.83	0.00	30,494.83	208,560.17	208,560
MITCHELL CC	263,287	229,772			493,059	86,257.43	0.00	86,257.43	406,801.57	406,802
MONTGOMERY CC	94,547	97,789			192,336	0.00	0.00	0.00	192,336.00	192,336
NASH CC	477,659	286,189	4,708		763,848	119,265.54	4,707.71	123,973.25	639,874.75	639,875
PAMLICO CC	91,886	52,998	8,982		144,884	12,607.42	8,982.00	21,589.42	123,294.58	123,295
PITDMONT CC	194,175	256,954	26,434		451,129	76,728.88	26,434.00	103,162.88	347,966.12	347,966
PITT CC	756,476	633,070	22,701		1,389,546	94,286.25	22,698.47	116,984.72	1,272,561.28	1,272,561
RANDOLPH CC	307,468	278,667			586,135	87,233.42	0.00	87,233.42	498,901.58	498,902
RICHMOND CC	155,625	228,062			383,687	127,062.47	0.00	127,062.47	256,624.53	256,625
ROANOKE CHOWAN CC	112,031	134,033			246,064	113,757.04	0.00	113,757.04	132,306.96	132,307
ROBESON CC	218,925	349,445			568,370	89,782.24	0.00	89,782.24	478,587.76	478,588
ROCKINGHAM CC	418,715	249,433			668,148	335,141.52	0.00	335,141.52	333,006.48	333,006
ROWAN-CABARRUS CC	459,743	495,788			955,531	0.00	0.00	0.00	955,531.00	955,531
SAMPSON CC	333,176	168,396			501,572	0.00	0.00	0.00	501,572.00	501,572
SANDHILLS CC	216,920	441,422	15,931		658,342	371,270.52	15,930.34	387,200.86	271,141.14	271,141
SOUTH PITDMONT CC	40,639	191,476	23,715		232,115	208,399.60	23,714.69	232,114.29	0.71	0
SOUTHEASTERN CC	182,339	328,074			510,413	319,268.71	0.00	319,268.71	191,144.29	191,144
SOUTHWESTERN CC	196,971	274,222			471,193	169,561.20	0.00	169,561.20	301,631.80	301,632
STANLY CC	225,915	218,488			444,403	54,978.69	0.00	54,978.69	389,424.31	389,424
SURRY CC	708,494	396,117			1,104,611	214,631.36	0.00	214,631.36	889,979.64	889,980
TRI COUNTY CC	268,542	146,001			414,543	0.00	0.00	0.00	414,543.00	414,543
VANCE-GRANVILLE CC	857,430	487,752			1,345,182	186,320.07	0.00	186,320.07	1,345,182.00	1,345,182
WAKE TCC	1,041,067	1,060,815			2,101,882	279,384.50	0.00	279,384.50	1,915,561.93	1,915,562
WAYNE CC	362,550	406,717			769,267	158,153.04	0.00	158,153.04	498,882.50	498,883
WESTERN PITDMONT CC	355,473	301,063			656,536	314,534.39	0.00	314,534.39	498,382.96	498,383
WILKES CC	318,208	304,653			622,861	52,118.02	0.00	52,118.02	308,326.61	308,327
WILSON TCC	410,532	239,860			650,392	10,875,965.95	226,105.97	11,102,071.92	598,273.98	598,274
TOTAL	\$22,428,715	\$21,263,298	\$226,111	NON-ADD	\$43,692,013	10,875,965.95	\$226,105.97	\$11,102,071.92	\$32,589,941.08	\$32,589,943

REGIONAL AND COOPERATIVE INITIATIVES			
HB275			
	TOTAL	TOTAL	UNEXPENDED
	BUDGET	EXPENDITURES	BUDGET
		TO DATE	BALANCE
Blue Ridge CC-(99-00)	\$ 600,000.00	\$ 502,370.67	\$ 97,629.33
Caldwell CC-(99-00)	271,000.00	270,999.03	0.97
Cape Fear-(99-00)	200,000.00	200,000.00	-
Central Carolina-(00-01)	400,000.00	399,989.69	10.31
Central Piedmont-(00-01)	392,175.00	392,174.29	0.71
Davidson-(00-01)	58,555.00	57,243.49	1,311.51
Forsyth-(00-01)	399,770.00	398,821.99	948.01
Isothermal-(00-01)	400,000.00	280,184.32	119,815.68
Piedmont-(00-01)	349,500.00	349,476.23	23.77
Stanly-(99-00)	450,000.00	449,999.39	0.61
TOTAL	\$ 3,521,000.00	\$ 3,301,259.10	\$ 219,740.90
REGIONAL AND COOPERATIVE INITIATIVES			
HB275-CONSTRUCTION			
Asheville-Buncombe-(99-00)			
Construction	\$ 509,000.00	\$ 509,000.00	\$ -
Brunswick (01-02)			
Construction	\$ 400,000.00		\$ 400,000.00
Caldwell-(99-00)			
Construction	20,000.00	0	20,000.00
Craven-(99-00)			
Construction	300,000.00	0	300,000.00
Wake-(99-00)			
Construction	650,000.00	650,000.00	-
TOTAL CONSTRUCTION	\$ 1,879,000.00	\$ 1,159,000.00	\$ 720,000.00
GRAND TOTAL	\$ 5,400,000.00	\$ 4,460,259.10	\$ 939,740.90



ASHEVILLE-BUNCOMBE TECHNICAL COMMUNITY COLLEGE

K. Ray Bailey, *President*

340 Victoria Road
Asheville, NC 28801
Telephone (828) 254-1921
FAX (828) 251-6355

July 1, 2002

RECEIVED
JUL - 3 2002
BUSINESS AND FINANCE

Mr. Kennon Briggs
Vice President, Business and Finance
NC Community College System
5013 Mail Service Center
Raleigh, NC 27699-5013

SUBJECT: 1999-2000 HB 275 Grant

Dear Kennon:

In response to your June 19, 2002, letter to Ray concerning this project, I offer the following information:

1. This project became the "Enka Campus Heating System Project" with the 3-2 approved by the State Board on August 17, 2001.
2. The architect is now processing \$13,967.87 in change orders to complete his part of the project.
3. We have used the contingency to improve the controls for the entire HVAC system for better operating efficiencies. Also, we have encountered several emergency repairs as we have operated the system. Remember much of this HVAC infrastructure is 30 to 40 years old with preventive maintenance at a minimum for the last five years. Those items total \$14,224.06.

If we encounter no problems in processing the change orders through State Construction, we should have this project closed out no later than September 1, 2002 – if not earlier. Please let me know if you need any other information.

Sincerely,

Charles P. Branch
Vice President
Administrative Services

CPB/sb

cc K. Ray Bailey
Bill Cole
Parker Chesson



Office for Technology and Development

July 19, 2002

Parker Chesson
Interim Executive Vice-President
North Carolina Community College System
5001 Mail Service Center
Raleigh, NC 27669-5001

Dear Parker:

Pursuant to your memorandum of June 6, 2002, please find attached the final report submitted for the Western North Carolina Electronic Commerce Development Project, which was funded with HB 275 funds. The project was closed out effective June 30, 2002.

If I may be of any further help concerning this project, please do not hesitate to contact me.

Respectfully submitted,

Matt Matteson, Chairman
E-commerce Project Steering Committee

attachment

Western North Carolina Electronic Commerce Development Project

Final Report to the North Carolina Community College System Office

Background

The Western North Carolina Technology Consortium was established to promote technology and economic development in the service areas of the twelve westernmost community colleges. These colleges are listed as follows:

- Asheville-Buncombe Technical Community College
- Blue Ridge Community College
- Caldwell Community College and Technical Institute
- Catawba Community College
- Haywood Community College
- Isothermal Community College
- Mayland Community College
- McDowell Technical Community College
- Southwestern Community College
- Tri-County Community College
- Western Piedmont Community College
- Wilkes Community College

The planning arm of the Consortium was called the *Western North Carolina Technology Work Group* – a network of 25 faculty and staff members that began meeting in late 1999 to discuss regional technology needs. The meetings resulted in producing a white paper outlining the strengths, opportunities and critical technology needs of Western North Carolina. These findings led to a HB 275 grant application. In June of 2000 the Consortium was awarded a \$600,000 grant for a unique regional initiative called the Western North Carolina Electronic Commerce Development Project. The project was designed to help educators bridge the “digital divide” through intensive e-commerce professional development and course content sharing - all supported by new technology.

Outcomes and Results

The Consortium’s e-commerce project was a great success. More than 450 faculty and staff from twelve community colleges participated in project activities. A number of new e-commerce courses and programs were established during the grant period and many citizens in Western North Carolina received instruction that was influenced by one or more project activities. The stated objectives as well as the project outcomes and results are summarized as follows:

Objective 1: To link all 12 western regional community colleges and their e-commerce instructional offerings

A website was developed for the WNC Technology Consortium and used throughout the duration of the project. The website (wnc12.org) was hosted on the Consortium server at Southwestern Community College and maintained by the project's web developer/trainer. The website posted training schedules, project status, upcoming events, e-commerce news and links to other sites. It also featured a member's "chat room." The project succeeded in building new working relationships among e-commerce instructors, small business center staff members and particularly, among information technology staff. Also, during the regional training sessions and workshops, many of the faculty and staff members were able to share information about e-commerce programs at their respective institutions.

Objective 2: To deliver to students/entrepreneurs throughout Western NC, the instruction necessary for conducting e-commerce.

The training that faculty members received during the project has improved their understanding of e-commerce applications and given them new skills that will be used in the classroom assisting small business and curriculum students. Some of the courses that were offered included: developing an Internet strategy, content development, Internet marketing, multimedia applications, database management, Internet security, Internet law applications, and advanced e-commerce applications. Many who were enrolled in basic e-commerce courses went on to take advanced courses. Almost all of the twelve of the consortium institutions now have or are actively pursuing curriculum programs in Business Administration/Electronic Commerce (A25121).

Objective 3: Incubate web sites of e-commerce students/entrepreneurs on the Consortium server to assist in the launch into e-commerce.

Each of the 12 partner institutions was able to provide a dedicated e-commerce training area on their respective campus. Most of the community colleges are offering this ongoing training in conjunction with their small business centers and many have set up "mini" computer labs designed for one-on-one mentoring and to allow student practice time. Students will develop and incubate their own websites and ultimately "go live" and move their work to an active web host.

Objective 4: To create and deliver e-commerce training to serve up to 180 Consortium faculty and staff.

The project's training component far exceeded initial estimates where over 450 faculty and staff members were enrolled in e-commerce courses. Seven of the community colleges offered their labs as regional training sites. Some of the courses offered included: Internet law, Internet Marketing, Internet security, *Photoshop*, *Dreamweaver*, *CGI/Perl* programming, Basic Database Design and *Flash*. Additional "short" sessions in e-commerce were offered at the April 19th regional technology conference.

Objective 5: Promote the importance of e-commerce in WNC as a tool for economic development.

In April of 2002, the Consortium sponsored a conference that promoted e-commerce and technology and offered 31 separate sessions plus 15 exhibitors. Over 300 educators, businesspersons and students from WNC attended the one-day event that was held at Blue Ridge Community College. The conference received laudatory reports in the local newspapers and, based on exit surveys, it was deemed to be extremely successful.

Objective 6: Collaboratively manage and lead the Consortium through a WNC E-commerce Advisory Board.

The Consortium was bound by a memorandum of understanding, executed by all twelve community college presidents. This agreement delegated general policy decisions as well as day-to-day decision making to a five-member steering committee appointed by the Consortium. Members of the Committee were as follows:

Dr. Jim Burnett (Western Piedmont Community College)
Jim Campbell (Southwestern Community College)
Matt Matteson, (Blue Ridge Community College)
David Shockley (Caldwell Community College)
Richard Mauney (Asheville-Buncombe Technical Community College)

The Steering Committee functioned as the advisory board to the Consortium and shared information with the faculty and staff representatives of the Technology Work Group. The Steering Committee met 19 times, including three videoconference sessions. Minutes were kept of each meeting and periodic reports were given to the Work Group and to the Consortium presidents.

Lessons Learned

The project got off to a somewhat slow start due to staffing and technology challenges. It quickly became evident how difficult it was to recruit a project manager with strong administrative and technical skills but who was also well schooled in e-commerce applications. After four months, when the project was without a manager, it was decided that in order to move things forward the five steering committee members would share the manager's workload. This saved the project a great deal of money but it also forced the committee members to communicate among themselves on a daily basis. It seemed at times that each had a second job.

One unintended benefit of the project was that the technical staff members at each institution began to interact more frequently. This sharing of information was particularly valuable to the smaller colleges and it ultimately resulted in the colleges standardizing some their equipment and software.

The e-commerce learning curve for many curriculum instructors was steep, largely because they found it difficult to define and to relate to e-commerce. Prior to the first consortium "mini-workshop" there seemed to be more questions than answers among members. The workshop provided a graphic sampling of exactly what e-commerce was. After that, with the help of the project's web developer/trainer, it became much easier to enroll faculty and staff in the e-commerce courses.

The Consortium took bids on application software for all 12 colleges. This bulk purchase required a total team effort among the colleges, particularly in the areas of licensing and maintenance. The purchase saved the project some \$20,000 but it proved to be much more time consuming than originally thought.

The project sponsored a regional e-commerce and technology conference that was well attended and was perhaps one of the best of its kind offered in WNC. In a bold move that seemed to support the entire theme of the conference the Committee decided that conference registration would be done totally online. After some of the bugs were worked out, the process went smoothly. Although the project has ended, there is interest among the members to hold another similar "big event" in 2003.

Transportability of the Program to Other Colleges

Western North Carolina educators realized for some time that they were lagging behind the rest of the state in technology training. The WNC community colleges also knew they were behind in telecommunications infrastructure, mainly due to the mountain geography. The WNC Technology Consortium undertook the Electronic Commerce Development Project as a way to address the "digital divide" challenges. A similar project could be replicated in other areas displaying comparable needs.

Forming an active consortium with as many as twelve partners is logistically an extremely ambitious undertaking. And while it may not be anyone's intent to promote the "balkanization" of the state's community colleges, it is still very important for those who face common challenges to form coalitions and pool their collective resources. The Electronic Commerce Development Project was successful because all twelve institutions were motivated to work together rather than compete with each other. The WNC Technology Consortium was designed from the top down, however, it achieved its goals working from the bottom up and by establishing a good lateral communication system. Any other group of community colleges entertaining such a network should be certain that they have well defined goals, clearly established individual responsibilities, good lines of communication and strong support from their presidents. Without these elements the project will likely fall short of expectations.

This report was prepared July 19, 2002 by the WNC Technology Consortium Steering Committee, Matt Matteson, Chairman



Cape Fear Community College

411 North Front Street • Wilmington, North Carolina 28401-3993
Phone (910) 251-5100 • Fax (910) 763-2279 • <http://cfcc.wilmington.net>

RECEIVED

JUL 11 2002

BUSINESS AND FINANCE

July 10, 2002

Kennon D. Briggs
North Carolina Community College System
200 West Jones Street
Raleigh, NC 27603-1379

Dear Mr. Briggs,

In May 2000, Cape Fear Community College received a \$200,000 grant through a provision of the HB 275 legislation entitled, "Non-reverting Start-up Fund for Regional and Cooperative Initiatives." The college's proposal, which was funded after competitive review, was entitled "Vocational Training Partnership-Truck Body Repair."

The grant, which was for two years, concluded June 30, 2002. As of May 31, the college had a zero unexpended balance. The project was highly successful and will continue to serve NC for years to come. Thank you and all those in the system office for your help. The project report is attached. If you have any questions regarding this report, please contact myself at (910) 362-7025 or Bob Philpott, Dean of Vocational/Technical Education at (910) 362-7009.

Sincerely,

Dan Hickman
Vice President of Instruction

Attachment: Final Report

Final Report
Vocational Training Partnership – Truck Body Repair
1999-2000 HB 275 Grant

During the spring of 2000, Cape Fear Community College and Pender County Schools met and developed the concept for conducting Large Frame, Autobody Repair as a joint project between the Community College and the School System. The Truck Body Repair project is an innovative way to provide training for rural Pender County high school students who are trained in body repair and painting under the Huskins program. The joint project between Cape Fear Community College and Pender County Schools used a facility provided by Pender County Schools and outfitted by CFCC. Cape Fear Community College also provides the instructor and materials. Extensive planning sessions resulted in a plan to house the instructional lab (shop) on the grounds of Pender County Schools in Burgaw and conduct training there with equipment and faculty from the Community College.

In May 2000, Cape Fear Community College and Pender County Schools received a \$200,000 grant through a provision of the HB 275 legislation entitled, "Non-reverting Start-up Fund for Regional and Cooperative Initiatives." As agreed in the joint project, Pender County Schools would provide a building to be located on the school board property in Burgaw. The HB 275 Grant funds were applied primarily towards the purchase of a large body paint booth and frame straightener. The high-cost items were purchased with grant funds and CFCC billed the state on form NCCCS 2-23 and subsequently received notice of reimbursement from the North Carolina Community College System. (Copies attached)

During the Fall Semester of 2000, CFCC hired an instructor, Mr. Stephen Bryant, and enrolled 14 students for the large frame autobody class and began the classroom/lecture portion of their training. As soon as the lab facility was completed during the spring of 2001, it was opened to faculty and students and the lab portion of their instruction was started. The instruction and lab use continue to present.

Today, the project continues to be very successful with continuous enrollment varying from 14 to 20 students. Since the facility can handle large vehicles, some school bus repair and maintenance can be accomplished by students using the facility. This past Spring, New Hanover Health Network requested assistance in transforming an old school bus into a patient evacuation vehicle. The bus was completely restored by CFCC/Pender students in the facility provided in part with funds from HB 275 legislation. The cost to the hospital was negligible as they only paid for materials.

The benefits of the grant are far-reaching and continuous. This wise investment of grant funds benefit the region by providing vital training to rural students and also diminishes the expense of maintaining public vehicle fleets. This real-world experience benefits the students and the community as a whole. Employment data is not yet available for this program, but we are confident that students will find the work place has a strong demand for their skills. Because of demands driven by North Carolina's vast trucking

industry, there is a strong demand for skilled truck body technicians. In addition, there are peripheral benefits to having the program located in rural Pender County. First, it provides vital training to rural students within commuting distance to their homes. Second, it offsets the cost of operating a bus fleet in a large rural county. Finally, it provides service to other public agencies such as New Hanover Regional Health Network. By any standards this project has been a great success and will continue to serve the students of Pender County Schools and the region as a whole.

Attachments:

- 1 – Letter from Stephen Scott to Dr. McKeithan
- 2 – NCCCS 2-33 Request for Reimbursement
- 3 – NCCCS 2-32 Voucher Register (01/31/2001)
- 4 – NCCCS 2-32 Voucher Register (04/06/2001)
- 5 – Purchase Order for Truck
- 6 – Purchase Order for Booth
- 7 – NCCCS Trade Accounts Payable (04/05/2001)
- 8 – NCCCS Trade Accounts Payable (04/17/2001)

Cape Fear Community College

OFFICE OF THE PRESIDENT

411 North Front Street • Wilmington • North Carolina 28401-3990
Phone (910) 251-5101 • Fax (910) 251-5146 • <http://cfcc.wilmington.net>

June 12, 2000

Stephen C. Scott
North Carolina Community College System
200 West Jones Street
Raleigh, NC 27603-1379

Subj.: HB 275 - Proposal for a Vocational Training Partnership between CFCC
and Pender County Schools - Revised application

Dear Mr. Scott,

Attached is the original and seven copies of our revised proposal for a vocational training partnership with Pender County Schools in accordance with HB 275.

The revision reduces the amount requested to \$200,000. This was our allocation from the legislation.

This partnership will create a training facility to offer qualified students an opportunity to learn truck body repair. This project meets all requirements of HB 275 and will allow Pender County Schools to help meet the vocational training demands of their rapidly growing county.

Your support for this proposal is appreciated. Please do not hesitate to contact me if you have any questions regarding the proposal.

Sincerely,



Eric McKeithan,
President

STATE BOARD OF COMMUNITY COLLEGES
NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
REQUEST FOR REIMBURSEMENT

VOC. TRAINING PARTNERSHIP-TRUCK BODY REPAIR
Program

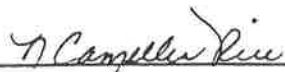
CAPE FEAR COMMUNITY COLLEGE
College

APR 06, 2001
Period Covered

COST ITEMS	Approved Budget	Expenditures this request	Expenditures year-to-date	Budget Balance
A. Salaries, Instructional				
B. Salaries, Supportive				
C. Employer's Retirement				
D. Employer's Social Security				
E. Employer's Hospital				
F. Supplies & Materials				
G. Equipment				
H. Contractual Services				
I. Staff Travel				
J. Student Travel				
K. Child Care Expenses				
L. Other Cost- TRUCK FRAME MACHINE	79,460.78		79,460.78	0.00
-TRUCK PAINT BOOTH	120,539.22	120,539.22	120,539.22	0.00
TOTAL COST	200,000.00	120,539.22	200,000.00	0.00

I certify that the above request of \$ 120,539.22
is correct to the best of our knowledge

Approved by the North Carolina
Community College System
Voucher No: _____



Chief Administrative Officer

Director, Auditing & Accounting

4-6-01

Date

Date

ATTACHMENT 02

STATE BOARD OF COMMUNITY COLLEGES
NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

VOUCHER REGISTER
Submitted in Support of

VOC. TRAINING PARTNERSHIP-TRUCK BODY REPAIR
PROGRAM

CAPE FEAR COMMUNITY COLLEGE

MAR 31, 2001

College

Period Covered

1	2	3	4	5
Date of Local Voucher	Local Voucher Number	Name of Payee	Code	Invoice Amount or Gross Salary
01.31.2001	226541	CHIEF AUTOMOTIVE SYSTEMS	L	79,460.78
GRAND	TOTAL			79,460.78

WILMINGTON, N.C. 28401-3993

(910) 251-5168

P.O. # 47-0571

Please Enter Our Order As Follows (For Immediate Shipment via cheapest way unless otherwise specified)

DO NOT SHIP COLLECT. Subject to terms on back.

OFFICE NO.	VENDOR NO.	TERMS	DATE	CERT., BID OR QUOTE NO.	F.O.B.	REQUISITION NO.
60100000	0000008706		07/07/00		WILMINGTON	56096

IMPORTANT BILLING INSTRUCTIONS

The above purchase order number must appear on all invoices, correspondence, shipping documents and containers. ALL INVOICES MUST BE IN TRIPPLICATE AND SHIPMENTS PREPAID, North Carolina tax is required where applicable. See reverse side for additional instructions.

☐ If this box is checked, the items are for resale and sales and use tax should not be charged. (Tax registration No. 56-0792881)

Delivery Date:

SHIP TO

CAPE FEAR COMMUNITY COLLEGE
RECEIVING DEPARTMENT
411 NORTH FRONT STREET
WILMINGTON, N.C. 28401-3993

CHARGE TO

CAPE FEAR COMMUNITY COLLEGE
BUSINESS OFFICE
411 NORTH FRONT STREET
WILMINGTON, N.C. 28401-3993

Attn: _____

DO NOT SHIP COLLECT

P.O. NO. MUST APPEAR ON SHIPPING LABEL

ITEM NO.	QUANTITY	UNIT	COMMODITY NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
01	EA		000-00-00-0000	1800444 - 10 TOWER TRUCK EZ LINER TT 31 INCLUDING ACCESSORY PACKAGE & STEEL SUBSTRUCTURE	74963.00	74963.00
			02-101-23300-0000-00			

APPROVED FOR PAYMENT
BUSINESS OFFICE-CFCC

JAN 30 2001

BY _____

EQUIPMENT

SHIP VIA: BEST WAY

PREPAID TRANSPORTATION RECEIPT MUST BE ATTACHED
BEFORE THEY WILL BE APPROVED FOR PAYMENT.
REVERSE SIDE FOR ADDITIONAL INSTRUCTIONS.

INVENTORY INFORMATION

Dept.

312

Bldg.

Room

Program Code

011

Order Sub Total

74963.00

Sales Tax

4497.77

Order Total

79460.77

ATTACHMENT 05

W. Brooke Mesrobian
Authorized Signature

J. Id 57-1043014

Please Enter Our Order As Follows (For Immediate Shipment via cheapest way unless otherwise specified).
DO NOT SHIP COLLECT. Subject to terms on back.

PO NO.	VENDOR NO.	TERMS	DATE	CERT., BID OR QUOTE NO.	F.O.B.	REQUISITION NO.
0000	0000008789		09/29/00	0-00147	WILMINGTON	575

COASTAL EQUIPMENT CO.
#15 GOVERNORS ROAD

HILTON HEAD SC 29928

IMPORTANT BILLING INSTRUCTIONS

The above purchase order number must appear on all invoices, correspondence, shipping documents and containers. ALL INVOICES MUST BE IN TRIPLICATE AND SHIPMENTS PREPAID, North Carolina tax is required where applicable. See reverse side for additional instructions.

☐ If this box is checked, the items are for resale and sales and use tax should not be charged. (Tax registration No. 56-0792881)

Delivery Date: 11/06/2000

SHIP TO

CAPE FEAR COMMUNITY COLLEGE
RECEIVING DEPARTMENT
411 NORTH FRONT STREET
WILMINGTON, N.C. 28401-3993

CHARGE TO

CAPE FEAR COMMUNITY COLLEGE
BUSINESS OFFICE
411 NORTH FRONT STREET
WILMINGTON, N.C. 28401-3993

Attn: S. DIXON

DO NOT SHIP COLLECT P.O. NO. MUST APPEAR ON SHIPPING LABEL

QUANTITY	UNIT	COMMODITY NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	EA	000-00-00-0000	TRUCK AND BUS PAINT BOOTH WITH VESTIBULE AND MIXING ROOM PER BID #001479	88512.00	88512.00
1	EA	000-00-00-0000	INSTALLATION OF ABOVE PER BID #001479	28200.00	28200.00
		02-201-25300-0000.00			

APPROVED FOR PAYMENT
BUSINESS OFFICE-CFCG

APR 6 - 2001

BY

EQUIPMENT

SHIP VIA : BEST WAY

UNPAID TRANSPORTATION RECEIPT MUST BE ATTACHED BEFORE THEY WILL BE APPROVED FOR PAYMENT. SEE SIDE FOR ADDITIONAL INSTRUCTIONS.

INVENTORY INFORMATION

Dept.

Bldg.

Room

Program Code

312

1511

211

011

Order Sub Total
116712.00
Sales Tax
5310.72
Order Total
122022.72

ATTACHMENT 06

ACCOUNTS

W. Brooke McCarroll

ATTACH

NC COMMUNITY COLLEGE SYSTEM
TRADE ACCOUNTS PAYABLE
5014 MAIL SERVICE CENTER

RALEIGH, NC 27699-5014
919-733-7051

Direct deposit notification for:

CAPE FEAR COMMUNITY COLLEGE
CASHIERS OFFICE
WILMINGTON, NC

Within 3 business days, pending agency funding approval, your account will
receive a deposit of 79,460.78 for payment number 50PT0000151674

Questions regarding this payment should be directed to the agency listed above.
Please contact your bank for inquiries on verification of this deposit.

Your Invoice No	Type	Inv Date	Invoice Amount	Discount Taken	Net Amount
18101040501		04/05/01	\$79,460.78	\$0.00	\$79,460.78
HB275-REGIONAL COOP. AGREEMENT					

TOTAL: \$79,460.78

Other discrepancies may be reported to the Help Desk at the
Office of the State Controller of North Carolina at 919.875.HELP(4357).

ATTACH

NC COMMUNITY COLLEGE SYSTEM
TRADE ACCOUNTS PAYABLE
5014 MAIL SERVICE CENTER

RALEIGH, NC 27699-5014
919-733-7051

Direct deposit notification for:

CAPE FEAR COMMUNITY COLLEGE
CASHIERS OFFICE
WILMINGTON, NC

Within 3 business days, pending agency funding approval, your account will
receive a deposit of 120,539.22 for payment number 50PT0000151803

Questions regarding this payment should be directed to the agency listed above.
Please contact your bank for inquiries on verification of this deposit.

Your Invoice No	Type	Inv Date	Invoice Amount	Discount Taken	Net Amount
18101041701		04/17/01	\$120,539.22	\$0.00	\$120,539.22
	VOC TRAINING PARTNERSHIP-REGIONAL COOP				

TOTAL: \$120,539.22

Other discrepancies may be reported to the Help Desk at the
Office of the State Controller of North Carolina at 919.875.HELP(4357).



800 College Court
New Bern, NC 28562
252-638-4131
(Fax) 252-638-4232

P.O. Box 952
Havelock, NC 28532
252-444-6000
(Fax) 252-447-2994

July 1, 2002

RECEIVED
JUL 1 2002
BUSINESS AND FINANCE

Mr. Kennon D. Briggs
Vice President for Business and Finance
5013 Mail Service Center
Raleigh, NC 27669-5013

SUBJECT: 1999-2000 HB 275 Grant

Dear Kennon:

In the fall of 2001 Craven Community College received communication from the North Carolina Community College System office permitting the College to realign and manage the funds to proceed with an approved project. The funds are being used to establish a partnership, Partnership East - Coastal Consortium, with East Carolina University to deliver teacher education to this region of the state.

Planning for the program is essentially complete. East Carolina University has employed a program coordinator who is housed in a temporary office on our campus and currently scheduling East Carolina University courses for students this fall. Craven Community College will serve as the hub for the Coastal Consortium which includes a total of five area community colleges. We are committed to providing an office suite for the program coordinator and supporting staff in the next building planned for the New Bern Campus.

The above-referenced grant funds in the amount of \$300,000 will be used in the design phase of the proposed building that will include the East Carolina University office suite. Our architects have drafted a floor plan for this building, and we will continue the planning phase into the next fiscal year, 2002-2003. These grant funds are being combined with higher education bond funds scheduled to be received by the College in 2004. The College has incurred the expense of the initial planning phase for which we will request reimbursement shortly. We anticipate expending the remainder of these grant funds during the next 18 months.

I have enclosed copies of relevant correspondence for reference. Please let us know if we can provide you with additional information or documentation regarding this project.

Sincerely,

A. Bradford Sears, Ph.D.
Acting President

c: John Peterson

RECEIVED

FEB - 7 2002

Proposal For Funding

House Bill 275

Submitted By

Brunswick Community College

January 31, 2002

The Brunswick Interagency Program (BIP) is a cooperative endeavor among numerous governmental and non-profit agencies designed to meet the needs of adults with developmental disabilities in Brunswick County. The program is operated by and on the campus of Brunswick Community College. The purpose of the BIP program is to provide developmentally disabled Brunswick County citizens with maximum opportunities to develop or acquire the social, educational, occupational, and life adjustment skills needed to function as contributing members of the community.

The funds requested in this application will be used in combination with local funds to expand the facilities and services of the BIP program and enable it to accommodate additional students from the target population and to continue to enhance the quality and effectiveness of the services provided to this constituency.

Section 1 – Economic Distress

Brunswick County is among the poorest in the state. There is virtually no manufacturing or industrial employment base in the county. Substantial numbers of the jobs which are available are minimal wage, seasonal jobs associated with the area's tourism industry.

Therefore, the county consistently exhibits an unemployment rate of 1.5 – 2 % above the state average. This factor contributes to the fact median household income in the county is \$30,689, which is substantially lower than the statewide average of \$35,320. Even this current figure is somewhat inflated by the influx of wealthy retirees in the beach and golf communities of the county – making the reality even worse for working families and others in the active workforce labor pool.

The BIP program provides its students with an array of educational options which clearly increase their employability in this competitive labor market. BIP also provides a Supported Employment component which facilitates actual job placement, job coaching, and employment support services to the students. The expansion proposed herein will extend these services to additional Brunswick County citizens and will expand opportunities for both BIP students and local employers to meet their respective employment needs. This mutually beneficial arrangement will represent yet another increase in the ways that Brunswick Community College can meet its mission of contributing to the economic development of its service area.

Section 2 – Plan

The funds requested in this application, combined with the local funds committed to the project, will be utilized to construct and equip a 4500 sq. ft. addition to the current BIP Building on the campus of Brunswick Community College and renovate a portion of the existing BIP facilities which have fallen into disrepair. This expansion will allow the program to increase its enrollment and to enhance the scope and quality of the education and services provided to its students.

Project Objectives

1. Increase enrollment capacity in the BIP program from the current level of 100 to a new level of 150
2. Increase the number of Brunswick County citizens with developmental disabilities who enter the local workforce through both supported and permanent employment

3. Increase parental involvement in the education and development of BIP students
4. Improve the quality of the BIP program through providing technologically current instructional and assistive equipment and a more conducive learning environment.

Collaboration and Cooperation

The Brunswick Interagency Program is a community based partnership. Operated by Brunswick Community College, the program maintains the ongoing and active involvement of the following agencies or organizations:

- Southeastern Center for Mental Health, Developmental Disabilities and Substance Abuse
- N.C. Department of Vocational Rehabilitation
- Brunswick County Public Schools
- Brunswick County Department of Social Services
- Brunswick County Health Department
- North Carolina Employment Security Commission
- North Carolina Council on Developmental Disabilities
- North Carolina Department of Transportation - Brunswick Transit System, Inc.
- Brunswick County Parks and Recreation Department
- Foundation for Educational Achievement, San Diego, CA

Expansion of the facilities and quality of the BIP program will foster and strengthen these existing partnerships. Additional enrollment slots made available by this project will permit the program to immediately accept eligible students who are clients of many of these partnering agencies who currently cannot be accepted because of space limitations. This will be especially helpful to the public school system, the mental health center, and the Department of Social Services.

Strategies for Achieving Project Objectives

Objective 1 – The BIP program currently has an enrollment capacity of approximately 100 students and has a current enrollment (Spring 2002) of 102. It is therefore operating at maximum capacity. There are now at least 25 eligible individuals on a waiting list to enter the program. Each of these citizens qualifies for and desperately needs the services provided by BIP.

Brunswick County is one of the fastest growing counties in North Carolina – experiencing an astounding 43% population increase in the 1990-2000 decade. Projections are for this rate of growth to continue, which means that the numbers of adults with developmental disabilities in the county are expected to increase proportionately. Therefore, the additional capacity proposed for the BIP program will be utilized very quickly (probably by the time construction of this addition is completed).

Objective 2 – The expanded enrollment capacity of the BIP program made possible via this project will also increase the number of program “graduates” who will enter the local workforce. During the past year (2001), a total of 23 BIP students were placed in jobs in Brunswick County through the Supported Employment component of the program. It is anticipated that this number will increase by at least 25% when the proposed expansion has been completed.

Objective 3 – Because the facilities currently used for the BIP program are so over-crowded, many services and activities needed for the program are offered on a very limited basis. The expansion will permit these program components to be provided at the level needed and desired by the students and the program staff. One area which needs accommodating is increased parental involvement.

At the present time, there are simply no spaces for parents to visit the program, much less to participate in activities such as parental support groups, focus groups, and advisory committees. Moreover, both parenting skills classes and direct parent participation in the daily educational and developmental activities of their children cannot be accommodated in the existing facility. These very important ingredients in the holistic approach advocated by the BIP program can only be instituted on an appropriate level with the additional space to be made possible by the proposed expansion.

Objective 4- Because the current BIP facilities are severely over-crowded, the atmosphere for most effective teaching, guidance, and nurture of these special students has to be compromised. Physical congestion of students (many of whom are wheelchair bound) creates levels of noise and other distractions which makes the educational process much more difficult for these individuals.

Also, there are items of equipment (especially handicapped accessible and handicapped adaptable equipment) which are needed for more effective instruction of this population and which the program currently does not possess. The proposed expansion project

hopes also to provide at least some of these items which will definitely enhance the teaching learning process in the program.

Section 3 – Impact

According to its mission, the BIP program is “a total community program correlating functional academic training, vocational training, social adjustment, work readiness, and employment placement.” While this is a compensatory education program, providing special sensitivity to the physical and emotional needs of the target population, at its very core is a very effective workforce preparation focus. The vocational skills training, coupled with the job readiness development, prepares enrollees for full and productive employment in the local community.

Moreover, the probabilities that these individuals will both acquire and retain gainful employment are increased by the job development, job placement, job coaching, and job shadowing aspects of the Supported Employment program component. Clearly, the BIP program contributes in a very positive manner to the local economy by providing a cadre of very capable and dedicated employees for Brunswick County employers. Expansion of the program will only increase the availability of such employees and, consequently, further strengthen the economic development, growth, and viability of this community.

The audience (target population) for the BIP program is clearly identified. Eligible participants must meet the established definition of “developmentally disabled.”

Students are not customarily “recruited” for this program; rather, they are referred to the

program by a variety of mental health, health care, social services, and educational agencies and by their families.

The Brunswick Interagency Program was established to serve the needs of the target population in Brunswick County, and this service area is coterminous with that of Brunswick Community College. However the program does occasionally have an economic impact in neighboring New Hanover County, as some of the BIP students are placed in employment situations in the Wilmington area.

Section 4 – Institutional Commitment

This project is fully supported by the administration of Brunswick Community College, including the college president who has made this expansion the top priority among the institution's facility needs. Programmatic support of this initiative is provided by the dedicated staff of 44 professional, technical, and para-professional employees of the BIP program.

The college will provide both financial and administrative support to this project. An additional \$200,000 in funding appropriated by the Brunswick County Commissioners has been earmarked as cost sharing for this project. These revenues will match the \$400,000 in requested funding to provide the \$600,000 needed to complete the proposed expansion.

Section 5 – Budget

Construction of 4500 sq. ft. Addition to BIP Building	\$ 450,000
Renovation of Current BIP Facilities	50,000
Architect Fees	30,000
Furnishings and Equipment	70,000

Total Project Costs \$ 600,000

Section 6 – Evaluation

As this is primarily a construction project, the principal evaluation criteria will be the completion, furnishing, equipping, and occupancy of the proposed facility in a manner which is under budget and on time. This outcome will be certified to the North Carolina Community College System Office by the President and the Chairman of the Board of Trustees of Brunswick Community College.

Other quantitative outcomes specified in the project objectives will be documented by the Director of the BIP program annually and also reported to NCCCS. These indicators will include:

Enrollment increases in the program permitted by the new facilities

Increased numbers of BIP students entering the local workforce

Increased parental involvement in the BIP program

Qualitative improvements in the program facilitated by the expanded facilities and learning environment will be documented by the BIP program staff and submitted as part of the final report on this project. It is not anticipated that the results of this project will be disseminated to other institutions, as this particular initiative is exclusively specific to Brunswick Community College.