

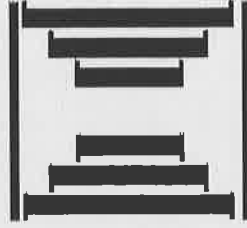


New and Expanding Industry Training Program Expenditure Report

Submitted to the

Joint Legislative Education Oversight Committee

March 1, 2004



**North Carolina Community College System
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EXECUTIVE SUMMARY

G.S. 115D-5(i) states:

(1) The State Board of Community Colleges shall report to the Joint Legislative Education Oversight Committee on March 1 and October 1 of each year on expenditures for the New and Expanding Industry Program each fiscal year. The report shall include, for each company or individual that receives funds for New and Expanding Industry:

- (1) The total amount of funds received by the company or individual;*
- (2) The amount of funds per trainee received by the company or individual;*
- (3) The amount of funds received per trainee by the community college training the trainee;*
- (4) The number of trainees trained by company and by community college; and*
- (5) The number of years the companies or individuals have been funded.*

This report is submitted as the March 1, 2004 annual expenditure report for the New and Expanding Industry Training (NEIT) Program.

HISTORY AND BACKGROUND OF THE NEIT PROGRAM

The New and Expanding Industry Training (NEIT) Program supports the economic development efforts of the State by providing education and training opportunities for new and expanding businesses. Started in 1958, it was the first state-sponsored customized training program and has since been copied by numerous other states around the nation.

The program was developed in recognition of the fact that one of the most important factors for a business or industry considering locating or expanding in North Carolina, is the ability of the State to ensure the presence of a well-trained workforce. The program is designed to respond quickly to the needs of businesses, and to respect the confidential nature of the proprietary processes and information within those businesses.

PROGRAM GUIDELINES

On April 18, 1997, the State Board of Community Colleges adopted new program guidelines which are provided as follows.

PURPOSE

The purpose of the New and Expanding Industry Training (NEIT) Program is to provide customized training assistance in support of new, full-time production positions created in the State of North Carolina, thereby enhancing the growth potential of companies located in the state while simultaneously preparing North Carolina's workforce with the skills essential to successful employment in emerging industries.

ELIGIBILITY

Companies creating 12 or more production jobs in excess of their previous 3-year maximum employment level are eligible for assistance through the New and Expanding Industry Training Program. Resources may support training assessment, program development, instructional costs, and training delivery for new front-line personnel involved in the direct production of goods and services and their first-line supervisors.

Companies which downsize positions in one area of the State and then transfer those positions to another area of the State are not eligible for training assistance for those transferred positions.

Employees of temporary or staffing agencies are not eligible for post-hire training support under the NEIT program.

EXPENDITURE GUIDELINES

Salaries, Wages, and Related Expenses

- ◆ The following priorities will be given to the recruitment and utilization of instructors for New and Expanding Industry Training projects: 1) community college permanent or part-time employees; 2) contractors of the community college; 3) company personnel or contractors. It shall be the responsibility of community college staff, with consultation from the client company, to determine the appropriate length and provision of training, and this shall be indicated in the Training Project Profile submitted for approval.
- ◆ Reimbursement for instructors will be made at a 6:1 or greater trainee to trainer ratio.
- ◆ In those cases when community college staff or contractors are used for instruction, they will be compensated directly in accordance with existing policies and guidelines. In addition to costs of instruction including travel expenses and course preparation time, community college staff or contractors may be

reimbursed for costs associated with job analysis, training needs assessment and program development. The payment of social security taxes and other employee benefits to community college employees will be made in accordance with the existing policies and procedures of the college.

- ◆ Employees or contractors of the client company may be used as instructors if community college staff or contractors with the appropriate expertise are not readily available. The community colleges have the responsibility, in such circumstances, to insure that all trainees are registered, and to monitor the instruction so as to assure that it is being delivered according to the Training Plan and Project Profile.

In such cases where company personnel or contractors are used as instructors, they will be reimbursed their normal rate of pay, not to exceed a maximum of \$26.50 per hour. In addition to actual hours of direct instruction, compensation for additional time devoted to training program preparation may be recommended by the Regional Customized Training and Development Director and authorized by the Vice President for Economic and Workforce Development for the North Carolina Community College System. This amount may not exceed 15 percent of the scheduled training hours or a maximum of 80 hours total. Wages may not be paid to prospective trainers while they themselves are training in production operations, and under no circumstances may funds be used to pay trainee wages or salaries.

- ◆ Colleges will receive 5 percent of the project costs as an administrative allowance, not to exceed \$60,000 per project during any one fiscal year. Temporary clerical and administrative personnel, and project coordination staff, may be employed by a community college expressly for direct services related to a specific project, if recommended by the Regional Customized Training and Development Director and the Vice President for Economic and Workforce Development.

- ◆ If recommended by the local community college and the Regional Customized Training and Development Director and approved by the Vice President for Economic and Workforce Development, NEIT funds may also support training of community college instructors for skill acquisition of strategic technologies

associated with a New and Expanding Industry Training project. The purpose of these expenditures will be to support specialized college instructor training for skills deemed important for future support of employers within the college's service area.

Travel Expenses

- ◆ Community college instructors may be reimbursed for travel expenses in accordance with established travel policies and procedures.
- ◆ Out-of-state residents, employed or reimbursed directly by the company, may be temporarily assigned as training instructors and reimbursed for their expenses after having trained six or more North Carolina residents who are new company employees. The number of individuals per project supported for travel to the state is subject to negotiation and prior approval, and under such circumstances they will be limited to:
 - a) a maximum of twelve (12) weeks per diem at a daily rate of \$71.00.
 - b) one round-trip air fare (coach class, reimbursed at a 14-day prior purchase rate) or cost equivalent for each of the two complete or partial six-week periods of supported state residency.
 - c) local travel allowances as authorized by the Regional Customized Training and Development Director prior to departure.
- ◆ In-state residents, serving as instructors and employed by the company, may be reimbursed for previously authorized out-of-state travel, after having returned and trained six or more North Carolina residents who are new company employees in the knowledge or skills acquired as a result of the out-of-state travel. The intent of the out-of-state travel will be to acquire knowledge or skills necessary for NEIT project instruction. The number of individuals supported for out-of-state travel per project is subject to negotiation and prior approval, and under such circumstances they will be limited to:
 - a) a maximum of six weeks per diem at a daily rate of \$83.00. Per diem allowances for international travel may be adjusted for actual cost differences in different locations.

- b) one round-trip air fare (coach class, reimbursed at a 14-day prior purchase rate) or cost equivalent to location of the temporary assignment.
- c) local travel allowances as authorized by the Regional Customized Training and Development Director prior to departure.

Training Facilities

- ◆ Community colleges may be reimbursed for costs associated with providing dedicated training facilities for New and Expanding Industry projects. Reimbursement may be provided for the period required by the client company for dedicated temporary training space, not to exceed twelve months in duration.
- ◆ For training provided at existing college facilities, the college may be reimbursed a reasonable cost share of utilities (including electricity, gas, oil, water and sewer) for the space provided to the NEIT project. If suitable space is not available at a community college permanent facility, colleges may also be reimbursed for the costs of leasing space on a temporary basis. In such cases, colleges may be reimbursed the reasonable costs of leasing, utilities, maintenance, trash and garbage service, protective and security services, and insurance costs. Colleges may not lease temporary training space from New and Expanding Industry client companies or their subsidiaries.
- ◆ Colleges may be reimbursed for reasonable costs associated with necessary alterations to facilities to accommodate the training. Authorization for the provision of training facility reimbursements, including costs associated with alterations to facilities, must be approved by the Vice President for Economic and Workforce Development prior to initiation of the project.

Client companies may not be reimbursed for the leasing of training or other facilities through the New and Expanding Industry Training Program. They may, however, be reimbursed the reasonable costs of transporting, installing, and removing training equipment to and from community college-provided

training facilities.

Training Materials, Supplies, and Equipment

- ◆ The State may provide necessary classroom and training-related supplies and materials in support of a specific training project.
- ◆ Media development services, including videos and print media, may be provided at State expense if recommended by the Regional Customized Training and Development Director and approved by the Vice President for Economic and Workforce Development. In addition, if authorized, the State may assist with offsetting a percentage of the expenses of developing and producing customized training manuals and computer-based training programs.
- ◆ The State may provide, install, and maintain at the training site, standard items of equipment normally associated with vocational-occupational training as available and typically used within the North Carolina Community College System.
- ◆ Considerations for non-salvageable material, consumed by company employees during formal training periods of instruction, may be reimbursed if approved in advance by the Vice President for Economic and Workforce Development. The eligible company may be reimbursed for 50% of the costs of the non-salvageable materials consumed during formal training, not to exceed \$100 per trainee participating in the training in which the materials were consumed. The cost and the amount of non-salvageable materials must be authenticated with appropriate company documentation.

APPROVAL PROCEDURES

- ◆ Project Profile Form as well as Expenditure Authorization Forms must be signed by both a local college representative and the Regional Customized Training and Development Director and submitted for approval prior to project initiation. The Project Profile Forms must include total estimated project costs and a project time frame, not to exceed 36 months in duration after project approval. Time frames and project costs may be amended according to project training needs, with prior approval from the Vice President for Economic and Workforce Development.
- ◆ Approval for projects with estimated total expenditures less than \$75,000 may be made by the Vice President for Economic and Workforce Development. Projects in excess of \$75,000 must be approved by the Vice President for Economic and Workforce Development, and submitted by the Vice President for secondary approval to a Joint Community College/ Department of Commerce Review Panel consisting of a designate(s) of the President of the North Carolina Community College System and a designate(s) of the Secretary of Commerce.
- ◆ Project expenditures must be in accordance with the approved profile and may not exceed the amount indicated in the profile without prior amendment and approval.

GUIDELINE EXCEPTIONS

- ◆ In unusual or extenuating circumstances, the Vice President for Economic and Workforce Development after consultation with the Review Panel consisting of both designated representatives from the North Carolina Community College System and the Department of Commerce, may authorize exceptions to these Guidelines. Exceptions will be documented and included with the Project Profile Form as a matter of public record.

WORKER TRAINING TAX CREDIT PROVISIONS

- ◆ Provided that expenses claimed for the Worker Training Tax Credit are reasonable and directly related to support of the company's training plan, NEIT categorical reimbursement limitations (i.e., company instructor wages, instructor travel costs, and costs of non-salvageable training materials) will not apply in the administration of the Worker Training Tax Credit given that there is a tax credit limit per eligible employee.
- ◆ Any expenditures made through the New and Expanding Industry Training Program may not be claimed by the company for credit as an eligible expenditure under the Worker Training Tax Credit.

DATA CATEGORY DEFINITIONS

<u>COLUMN</u>	<u>DEFINITION</u>
1 Community College	College to which funds have been allocated for the support of an NEIT project.
2 Company	New or expanding company supported by NEIT project funding.
3 Years Funded	Total number of years the NEIT project has been funded.
4 Company Training Reimbursement Expenditure	Funds provided directly to a company for instructional and other training-related expenditures allowable under the NEIT program.
5 Number Trained by Company Instructors	Number of trainees trained by instructors who are company employees/contractors; number trained by which the company has received NEIT funds to reimburse travel for train-the-trainer company instructors expense, and/or their wages for instruction and company instructors course development time.
6 Average Company Reimbursement Per Trainee	NEIT training-related company expenditures divided by the number of trainees trained by company instructors.

7	College Training Expenditures	Funds expended by a community college to support the training of employees and potential employees of a particular company under the NEIT program, including the 5 percent administrative allowance.
8	Number Trained by College Instructors	Number of trainees at a particular company trained by either full or part-time contracted community college instructors under an NEIT funded project.
9	Average College Cost Per Trainee	Total NEIT funds expended by a community college for support of an NEIT project, outside of funds provided directly to a company, divided by the total number of trainees trained by community college instructors.
10	Average College Cost Per Trainee	Total amount of NEIT funds expended to support a specific NEIT training project.
11	Total Trained by Company and College Instructors	Total number of employees trained under an NEIT funded project, including those trained by both company and community college instructors.
12	Average Total Cost Per Trainee	Total NEIT expenditures for a particular NEIT training project divided by the total number of employees trained.

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
NEW AND EXPANDING INDUSTRY TRAINING PROGRAM
BUDGET AND EXPENDITURES
REPORTING DATES: JULY 1, 2003 - DECEMBER 31, 2003**

Community College (1)	Company (2)	Years Funded (3)	Company Training Reimbursement Expenditures (4)	Number Trained by Company Instructors (5)	Average Reimbursement Per Trainee (6)	College Training Expenditures (7)	Number Trained by College Instructors (8)	Average College Cost Per Trainee (9)	Total Expenditures (10)	Total Trained by Company & College Instructors (11)	Average Total Cost Per Trainee (12)
ALAMANCE											
	LabCorp (8)	3	0.00	0	0.00	150.71	11	13.70	150.71	11	13.70
ASHEVILLE-BUNCOMBEE											
	American Datamed (8)	2	4,870.32	6	811.72	46.83	6	7.80	4,917.15	6	819.53
	NYPRO Asheville (8)	3	0.00	0	0.00	1,208.91	6	201.49	1,208.91	6	201.49
	Plasti-Form	3	0.00	0	0.00	10,750.00	32	335.94	10,750.00	32	335.94
	Plasticard Locktech Internat'l (1) & (8)	1	0.00	0	0.00	2,500.00	1	2,500.00	2,500.00	1	2,500.00
	ROTEC (8)	1	0.00	0	0.00	3,098.97	2	1,549.49	3,098.97	2	1,549.49
	Shorewood Packaging Corp	1	0.00	0	0.00	10,369.15	24	432.05	10,369.15	24	432.05
BEAUFORT											
	Camfil-Farr (8)	1	492.13	1	492.13	0.00	0	0.00	492.13	1	492.13
BLADEN											
	Bladen Industries, Inc.	2	0.00	0	0.00	700.00	15	46.67	700.00	15	46.67
BLUE RIDGE											
	Porvair (8)	1	0.00	0	0.00	5,415.13	4	1,353.78	5,415.13	4	1,353.78
	Rafilac, Inc.	3	15,000.00	14	1,071.43	9,978.40	69	144.61	24,978.40	69	362.01
	Shorewood Packaging	2	29,323.29	11	2,665.75	9,268.69	65	142.60	38,591.98	76	507.79

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BRUNSWICK	Rampage Sportfishing Yachts	2	0.00	0	0.00	2,233.73	35	63.82	2,233.73	35	63.82
CAPE FEAR											
	DEL Laboratories	1	0.00	0	0.00	55,913.06	60	931.88	55,913.06	60	931.88
CATA BA ALLEY											
	Foamex International Inc.	2	1,200.00	6	200.00	1,490.49	12	124.21	2,690.49	18	149.47
	Gerfrag USA (8)	1	3,840.00	7	548.57	0.00	0	0.00	3,840.00	7	548.57
CENTRAL CAROLINA											
	Caterpillar, Inc.	3	106.00	165	0.64	341.36	9	37.93	447.36	174	2.57
	Moan Incorporated	3	549.28	53	10.36	9,270.23	48	193.13	9,819.51	84	116.90
	Wyeth-Lederle Vaccines	3	0.00	0	0.00	56,168.50	44	1,276.56	56,168.50	44	1,276.56
	3M	3	2,650.00	53	50.00	1,081.78	14	77.27	3,731.78	53	70.41
CENTRAL PIEDMONT											
	Boston Gear Corporation (2)	2	6,360.00	12	530.00	318.00	0	N/A	6,678.00	12	556.50
	Ferguson Box (8)	2	0.00	0	0.00	279.76	6	46.63	279.76	6	46.63
	TIAA CREF	2	6,780.00	16	423.75	339.00	7	48.43	7,119.00	23	309.52
	Trammell Crow Company	2	0.00	0	0.00	11,780.42	22	535.47	11,780.42	22	535.47
	Veris Inc.	2	0.00	0	0.00	11,556.43	15	770.43	11,556.43	15	770.43

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CLEVELAND											
	Sara Lee Intimate Apparel	2	2,700.00	32	84.38	0.00	0	0.00	2,700.00	32	84.38
	Wal-Mart Distribution Center	1	120,200.00	375	320.53	9,350.74	19	492.14	129,550.74	394	328.81
CRAVEN											
	BSH Home Appliances	2	0.00	0	0.00	102,929.20	400	257.32	102,929.20	400	257.32
	Carolina Technical Plastics (8)	1	0.00	0	0.00	475.27	3	158.42	475.27	3	158.42
DURHAM											
	AW North Carolina	2	0.00	0	0.00	108,717.00	247	440.15	108,717.00	247	440.15
	Eisai Pharmaceutical Inc. (3)	3	0.00	0	0.00	800.00	0	N/A	800.00	0	N/A
FORSYTH											
	Charler Medical, Ltd	1	0.00	0	0.00	4,813.20	70	68.76	4,813.20	70	68.76
GASTON											
	Cataler North America Corporation (8)	2	0.00	0	0.00	1,986.14	7	283.73	1,986.14	7	283.73
	Dana Corporation	2	0.00	0	0.00	10,941.32	25	437.65	10,941.32	25	437.65
	LeeBoy	1	0.00	0	0.00	4,574.29	51	89.69	4,574.29	51	89.69
	Newworld Manufacturing Company	2	1,146.50	8	143.31	17,507.10	36	486.31	18,653.60	42	444.13
	Parkdale Mills, Inc. (4)	1	0.00	0	0.00	30,000.00	0	N/A	30,000.00	0	N/A
GUILFORD											
	Banner Pharmacaps, Inc. (5)	2	29,081.00	55	528.75	1,454.05	0	N/A	30,535.05	55	555.18

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HALIFAX											
	Lowes Companies, Inc.	3	9,020.63	197	45.79	3,005.00	197	15.25	12,025.63	197	61.04
ISOTHERMAL											
	Arvin Meritor	3	0.00	0	0.00	3,131.51	174	18.00	3,131.51	174	18.00
	MAKO	2	6,720.00	11	610.91	65,289.23	185	352.97	72,019.23	185	389.29
JOHNSTON											
	Bayer Pharmaceutical Div	3	0.00	0	0.00	39,298.53	272	144.48	39,298.53	272	144.48
	Novo Nordisk Pharmaceutical Industries (8)	2	0.00	0	0.00	12,284.49	6	2,047.42	12,284.49	6	2,047.42
	Thyssenkrupp Precision Forge	2	0.00	0	0.00	11,297.37	42	268.99	11,297.37	42	268.99
LENOIR											
	Tile Restoration, Inc.	1	618.36	25	24.73	369.95	25	14.80	988.31	25	39.53
MARTIN											
	Ann's House of Nuts	2	0.00	0	0.00	8,670.19	12	722.52	8,670.19	12	722.52
	McMurray Fabrics, Inc.	3	0.00	0	0.00	6,700.00	19	352.63	6,700.00	19	352.63
MCDOWELL											
	Coats America	1	43,345.20	103	420.83	12,281.33	101	121.60	55,626.53	103	540.06
	Perfect Air	1	0.00	0	0.00	12,141.90	61	199.05	12,141.90	61	199.05

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MITCHELL											
	Advanced Tubing Technologies	2	0.00	0	0.00	540.34	12	45.03	540.34	12	45.03
	NGK Ceramics USA, Inc.	1	0.00	0	0.00	3,400.00	21	161.90	3,400.00	21	161.90
	Trim Systems, LLC (8)	2	0.00	0	0.00	657.85	7	93.98	657.85	7	93.98
PIEDMONT											
	Tietex Interiors	1	14,805.33	66	224.32	3,705.48	17	217.97	18,510.81	83	223.02
	Vector Tobacco (USA) Ltd.	3	0.00	0	0.00	7,811.95	37	211.13	7,811.95	37	211.13
PITT											
	DSM High Performance Fibers	2	29,812.43	24	1,242.18	4,748.08	25	189.92	34,560.51	49	705.32
ROCKINGHAM											
	Quality Associated	1	0.00	0	0.00	6,901.41	80	86.27	6,901.41	80	86.27
ROWAN-CABARRUS											
	Randall Metals Corporation (6) (8)	2	2,600.00	5	520.00	300.00	0	N/A	2,900.00	5	580.00
SAMPSON											
	Dodgers Industries	2	2,706.00	41	66.00	4,347.69	12	362.31	7,053.69	53	133.09
SOUTHEASTERN											
	Kroy Building	2	7,200.00	14	514.29	0.00	0	0.00	7,200.00	14	514.29

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SOUTHWESTERN	American Floor Finishing Company (6)	1	2,400.00	8	300.00	0.00	0	0.00	2,400.00	8	300.00
	Consolidated Metco	2	10,800.00	19	568.42	0.00	0	0.00	10,800.00	19	568.42
STANLY	Cope Industries, Inc.	2	0.00	0	0.00	5,032.50	14	359.46	5,032.50	14	359.46
TRI-COUNTY											
	IOI Enterprises	1	14,400.00	76	189.47	1,002.38	22	45.56	15,402.38	76	202.66
	Sioux Tools	3	0.00	0	0.00	41,960.00	65	645.54	41,960.00	65	645.54
VANCE-GRANVILLE											
	ACS State Health Care	1	1,696.00	14	121.14	6,569.40	43	152.78	8,265.40	44	187.85
	Revlon	3	0.00	0	0.00	32,005.69	166	192.81	32,005.69	166	192.81
	Wal-Mart Stores East LP	3	29,121.20	182	160.01	1,311.20	97	13.52	30,432.40	182	167.21
WAKE											
	Biogen	3	0.00	0	0.00	27,757.46	113	245.64	27,757.46	113	245.64
	Catalyst Manufacturing Services	2	0.00	0	0.00	8,774.05	20	438.70	8,774.05	20	438.70
	John Deere Turf Care	3	0.00	0	0.00	13,923.43	247	56.37	13,923.43	247	56.37
	Nomacoro LLC	3	392.00	18	21.78	4,592.28	34	135.07	4,984.28	42	118.67
WESTERN PIEDMONT											
	Viscotec Automotive	2	14,840.00	18	824.44	684.65	22	31.12	15,524.65	40	388.12

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BUDGET AND EXPENDITURES
REPORTING DATES: JULY 1, 2003 - DECEMBER 31, 2003**

Community College (1)	Company (2)	Years Funded (3)	Company Training Reimbursement Expenditures (4)	Number Trained by Company Instructors (5)	Average Reimbursement Per Trainee (6)	College Training Expenditures (7)	Number Trained by College Instructors (8)	Average College Cost Per Trainee (9)	Total Expenditures (10)	Total Trained by Company & College Instructors (11)	Average Total Cost Per Trainee (12)
WILKES											
	D & D Display (8)	1	0.00	0	0.00	480.00	3	160.00	480.00	3	160.00
	Gates Rubber	1	6,300.00	8	787.50	6,485.34	13	498.87	12,785.34	21	608.83
	Interflex Group-Carolina Div	3	28,800.00	36	800.00	1,948.48	28	69.59	30,748.48	64	480.45
	Maine Brand Manufacturing (7)	1	0.00	0	0.00	2,221.17	N/A	N/A	2,221.17	N/A	N/A
	Martin Marietta Materials	2	18,573.00	67	277.21	9,555.61	180	53.09	28,128.61	180	156.27
WILSON											
	Eon Pharma. Inc.	2	0.00	0	0.00	13,205.82	22	600.26	13,205.82	22	600.26
TOTALS			\$468,448.67	1,746	\$268.30	\$882,209.82	3,759	\$234.69	\$1,350,658.29	4,909	\$276.14

PROGRAM RELATED EXPENDITURES

Media Development Office

Central Piedmont Community College \$119,792.19

As specified in the New and Expanding Industry Training Guidelines, "Media development services including videos and print media, may be provided at State expense if recommended by the Regional Customized Training and Development Director and approved by the Vice President for Economic and Workforce Development. In addition, if authorized, the State may assist with offsetting a percentage of the expenses of developing and producing customized training manuals and computer-based training programs."

The NEIT program has traditionally supported a Media Development Office at a community college to provide comprehensive media development services for new and expanding industry projects. The office, currently located at Central Piedmont Community College produces video, print and computer-based media training programs for projects throughout the state. In addition, the Office helps coordinate assistance with job analysis programs as well as develops and maintains statewide marketing materials.

From July 2003 through December 2003, the Media Development Office has produced 57 total finished video minutes at an average cost of \$634.68 per minute. Underway are video projects totaling 208 (estimated) finished minutes of video at an estimated cost of \$93,198, or 448.07 per finished minute; and research and writing for a number of process manuals, with an estimated total page count of 380, at an estimated cost of \$18,350, or \$48.29 per page.

Other completed or ongoing projects include the distribution of the reformatted, repackaged NC Manufacturing Certification Program – Core Courses & Electives and Level II Plastics course materials on CD; the Spanish translation of the Boatbuilding CBT, which is scheduled to be completed by early spring; and the development of new printed and electronic media for use by Regional Training Directors and System Office staff in promoting the Economic and Workforce Development program.

ADDENDUM

The report is footnoted to explain project expenditures that exceeded an average of cost per trainee of \$2,500, or when there were no trainees reported for the reporting period. Projects reporting fewer than 12 trainees for the report period are ongoing projects that have or will provide training for 12 or more jobs over the project period (the minimum requirement for NEIT projects).

NOTE: For those projects where college expenditures were incurred and all instruction was carried out by company employees, the college expenditures in almost all cases occurred in one of four categories 1) instructional supplies and material costs, 2) travel costs, 3) provision of dedicated training facilities, and or 4) administrative allowance. As specified in the New and Expanding Industry Training Program Guidelines, "Colleges may receive 5 percent of the project costs as an administrative allowance, not to exceed \$60,000 per project in any one fiscal year." In those instances where trainees are reported by company trainers but no company training reimbursements are reported, trainees were registered under the New and Expanding Industry Training Project but no funds were reimbursed to the company during the reporting period.

1. Asheville-Buncombe Technical Community College
Plasticard Locktech International

The expenditure shown is for training one manager in OSHA audit procedures which also assessed weak areas for future training.

2. Central Piedmont Community College
Boston Gear Corporation

This expenditure reflects the 5 percent administrative allowance.

3. Durham Technical Community College
Eisai Pharmatechnology Incorporation

This expenditure represents the final payment for previously reported training.

**4. Gaston College
Parkdale Mills, Incorporation**

The \$30,000 is for instructional materials that will be used in project training. During the project period, training is planned for a total of 40 projected jobs.

**5. Guilford Technical Community College
Banner Pharmacaps, Incorporation**

This expenditure reflects the 5 percent administrative allowance.

**6. Rowan-Cabarrus Community College
Randall Metals Corporation**

The \$300 expenditure reflects the cost of a safety audit provided by the college to determine the appropriate training plan for the company. Safety training is scheduled to occur during the second six months of FY 2003-2004.

**7. Wilkes Community College
Maine Brand Manufacturing**

Expenditures for this developmental project were for college representatives to travel to the Maine facility location to conduct job profiling and job analysis services. During the project period, training is planned for a total of 50 projected jobs.

8. Projects reporting fewer than 12 trainees for the report period

Projects reporting fewer than 12 trainees for the report period are ongoing projects that have provided or will provide training for 12 or more jobs over the project period (the minimum requirement for NEIT projects).

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