



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

April 21, 2005

MEMORANDUM

TO: Basic Skills Directors
Community-Based Organization Directors
Even Start Family Literacy Program Directors

FROM: Randy Whitfield, Ed. D.
Associate Vice President, Academic & Student Services
Basic Skills Department

SUBJECT: THE 2ND RACE 4 LITERACY ACADEMY AWARDS

The 2005 Basic Skills Family Literacy Conference will host the 2nd Academy Awards to honor and recognize programs that have held Race 4 Literacy events and partnership activities. If you have hosted any activities, we hope you will submit a nomination form.

Attached is the Academy Awards Nomination Form. This form needs to accompany each nomination package submitted. Programs that are applying for multiple awards need to complete a separate Nomination Form for each award category. Your completed nomination package needs to be at the System Office no later than 5:00 p.m. on June 30, 2005. A panel of judges and representatives will review each submitted nomination and select award recipients.

The banquet will be held on Wednesday, July 27, 2005, at the Adam's Mark Hotel in Charlotte, North Carolina. Academy Awards will be handed out to winners at the conference banquet. All nominees will be recognized and acknowledged for their activities at the banquet.

Please complete the attached "Race 4 Literacy" Academy Awards form and submit it to Bob Allen no later than Tuesday, June 30, 2005.

C: Presidents
Senior Continuing Education Administrators

CC05 - 085
Paper & Email Copies

**Academy Awards Nomination Form
For
Race 4 Literacy Campaign Activity
2004 – 2005**

Name of Community College, Community-Based Organization, or Family Literacy Program:

Name, Title, Telephone Number and Address of Person completing form:

Check Program Area Represented:

Basic Skills Community-Based Organization Family Literacy

Check Award applying for: (You may apply for more than one award, however a separate form must be completed for each category.)

- | | |
|---|---|
| <input type="checkbox"/> Most Creative Program | <input type="checkbox"/> Outstanding Partnerships (Community College) |
| <input type="checkbox"/> Best Director in Supporting Role | <input type="checkbox"/> Outstanding Partnerships (Family Literacy) |
| <input type="checkbox"/> Best Director in Leading Role | <input type="checkbox"/> Outstanding Partnerships (CBO) |
| <input type="checkbox"/> Best Student Involvement | <input type="checkbox"/> Outstanding Team Performance |
| <input type="checkbox"/> Best Script/Writing Performance | <input type="checkbox"/> Best Overall Program* |

Please send your nomination package including the following:

- This completed form.
 - A one to two page description of your "Race 4 Literacy" activity. (Double-spaced, 12 point font).
 - The date(s) the activity was held (from July 1, 2004 to June 30, 2005).
 - A copy of all marketing materials for the activity (brochures, handouts, articles, etc.).
 - A description and/or copies of media coverage for the activity (newspaper articles).
 - Approximate number of attendees present.
 - Special guests present.
 - The reason(s) your activity should win an Academy Award! (Signed by your Program Director and no longer than one page, double-spaced, 12 point font).
- * Please provide information for all of your activities.

Overnight or mail your completed package (by 5:00 p.m. on June 30, 2005) to:

**Bob Allen
North Carolina Community College System Office
200 West Jones Street, Mail Service Center 5016
Raleigh, NC 27603**