



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

March 6, 2006

MEMORANDUM

TO: NEIT/FIT Directors
Continuing Education Directors
HRD Directors

FROM: Dr. Larry Keen, Vice President
Economic and Workforce Development

SUBJECT: Customized Industry Training Program (CIT)

The North Carolina Community College System (NCCCS) has created the Customized Industry Training Program to offer programs and training services as new options for assisting business and industry to remain productive, profitable, and within the State. The CIT Program provides the flexibility to meet the retraining needs for existing business organizations in North Carolina's communities. This program will augment the services of the New and Expanding Industry Training (NEIT) and Focused Industrial Training (FIT) Programs when their current guidelines do not apply. The North Carolina Legislature authorized funding of \$2,625,000 for the CIT Program in SECTION 8.4(b) G.S. 115D-5.1(e).

Allocations are made on a case-by-case basis at the discretion of the NCCCS President with the recommendation of the Vice President of Economic and Workforce Development. The application procedure is in accordance with the intent and purpose of the legislation and budgetary support. Information on the CIT Program, the guidelines and an application is attached.

If you have any questions please feel free to contact the Regional Training Director for your area or me at 919.807.7150 or email keenl@ncommunitycolleges.edu.

c: Presidents

Attachment

CC06-045
Email

METHOD OF ALLOCATION

Customized Industry Training

FY 2005-2006

BACKGROUND

Business and Industry in North Carolina has recognized the value of the New and Expanding Industry Training (NEIT) and the Focused Industrial Training (FIT) Programs as they have grown and developed workforces with national and international acclaim. North Carolina is now required to be just as competitive to sustain the existing businesses within specific industrial sectors, as it is to recruit new companies to the State. The increased flexibility to surgically apply training programs that result in new investments that yield a sustainable and dependable economic foundation is of great importance as we maintain our overall economic stability. The capacity to provide programmatic flexibility to fulfill these needs will yield job sustainability and the addition of jobs back to the economy at a rate that is faster than can currently be accommodated.

PURPOSE

This program provides greater flexibility for the NCCCS to meet the retraining needs for existing business organizations in North Carolina's communities. It will provide more intimate contact with the existing industry base in both the rural and metropolitan areas of the state and will stimulate the economic vitality. The intent of the program would be to augment the services of the NEIT and FIT programs where their current guidelines do not apply. The program benefits will provide greater responses to fulfill the needs of North Carolina's changing economy as industry sectors experience expansions and contractions within the global economic environment. Ultimately, the jobs saved or recovered by bridging the gaps will contribute to greater employment and productivity in the economy.

LEGISLATIVE AUTHORITY

SECTION 8.4(b) G.S. 115D-5.1(e)

There is created within the North Carolina Community College System the Customized Industry Training (CIT) Program. The CIT Program shall offer programs and training services as new options for assisting business and industry to remain productive, profitable, and within the State. Before a business or industry qualifies to receive assistance under the CIT Program, the President of the North Carolina Community College System shall determine that:

- (1) The business is making an appreciable capital investment;
- (2) The business is deploying new technology; and
- (3) The skills of the workers will be enhanced by the assistance.

METHOD OF ALLOCATION

The allocations will be made on a case-by-case basis at the discretion of the NCCCS President with the recommendation of the Vice President of Economic and Workforce Development. Requests for funding of specific projects will be according to the specified application procedure shown on Attachment 1 in accordance with the intent and purpose of the legislation and budgetary support. The allocation will be apportioned as follows:

<u>Allocation from 05-07 Budget</u>	\$2,625,000
<i>Instruction/Instructional Resources</i>	\$2,500,000
<i>Local 5% Administrative Allowance</i>	<u>\$ 125,000</u>
Total	\$2,625,000

The Customized Industry Training Request for Funding will be made from the local community college to the Regional Customized Training Director, submitted to the Vice President for Economic and Workforce Development for review and recommendation to the President of the North Carolina Community College System for approval. Each proposal will be reviewed thoroughly to determine the degree to which it fulfills the intent of the authorizing legislation and either creates, sustains economic activity or retains employment for North Carolina business organizations.

The Customized Industry Training Request for Funding Proposal is in Attachment I.

Attachment I

CUSTOMIZED INDUSTRIAL TRAINING REQUEST FOR
FUNDING PROPOSAL

<u>Part 1 CIT Project Proposal</u>	
1. Project Title:	Date:
2. Funding Request:	
3. Community College:	
4. Address:	
5. Company Requestor/Collaborator:	
6. Address:	County:
7. Community College Project Officer:	
8. Community College President:	Date:
9. Company Executive/Designee:	Date:
10. Regional Customized Training Director:	Date:

<u>Part 2 G.S. – Authorizing Legislation</u>
SECTION 8.4(b) G.S. 115D□5.1(e)
“There is created within the North Carolina Community College System the Customized Industry Training (CIT) Program. The CIT Program shall offer programs and training services as new options for assisting business and industry to remain productive, profitable, and within the State. Before a business or industry qualifies to receive assistance under the CIT Program, the President of the North Carolina Community College System shall determine that:
(1) The business is making an appreciable capital investment; Concur <input type="checkbox"/>
(2) The business is deploying new technology; Concur <input type="checkbox"/>
(3) The skills of the workers will be enhanced by the assistance; Concur <input type="checkbox"/> and,

The State Board shall report on an annual basis to the Joint Legislative Education Oversight Committee on:

(1) The total amount of funds received by a company under the CIT Program;

(2) The amount of funds per trainee received by that company;

(3) The number of trainees trained by the company and community college; and,

(4) The number of years that company has been funded.

The State Board shall adopt rules and policies to implement this section.

Part 3 CIT Program Guidelines

1. The Customized Industry Training (CIT) Program will be used to augment industry training when the New and Expanding Industry Training and/or Focused Industry Training (FIT) Programs do not apply. The CIT will assist existing North Carolina businesses and industries to improve their productivity and profitability to assure their continued presence in North Carolina through training provided by community college staff or community college contractors.

2. CIT resources will be applied at the discretion of the North Carolina Community College System President upon the recommendation of the Vice President for Economic and Workforce Development Division of projects on behalf of private for-profit business/industry where the company:

(a) has made an appreciable capital investment which involves the use of new technology; Concur

(b) requires the enhancement of workforce skills to utilize the new technology; Concur and,

(c) may or may not create net new jobs, but with the assistance will be more productive or more profitable, and as a result, will more likely remain a viable North Carolina corporate citizen. Concur

3. Funding must support permanent full-time positions with health-care and other appropriate benefits. Concur

4. The wages of the newly trained workers will be increased. Concur

5. Specific projects will be for an eighteen-month maximum. Concur

6. CIT funds will be used by community colleges for specific business or industry training required for immediate competitive advantage; this will not support traditional FTE generation; and certain limited funds may be used for industry-provided training. Concur

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| 7. Authorized expenditures may include, with appropriate explanation and written plans: |
| (a) instructional and training services; Concur <input type="checkbox"/> |
| (b) instructional development; Concur <input type="checkbox"/> |
| (c) instructional materials for students and trainers; Concur <input type="checkbox"/> and, |
| (d) other appropriate training or related expenditures approved by the President. Concur <input type="checkbox"/> |

Part 4 Application (one page and up to two page attachment permitted for explanation)

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| 1. Project Narrative: Statement of Need – Capital Investment Amount, New Technology, Skills Enhanced, Estimated Economic Impact of the Project |
| 2. Leveraged Resources by Company/Organization: |
| 3. Training Plan and Schedule: Title/Topic, Provider, #Trainees, # Classes, Competencies Sought, Date/Schedule. |

Part 5 Budget

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|------------------------------------------------------|-------|
| 1. Budget based on Training Plan/Schedule/Date: | |
| 2. Signature – College CFO: <input type="checkbox"/> | Date: |

Part 6 Evaluation/Reporting

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| 1. One Page Training Evaluation Instrument to Include Check-Off of Three Requirements: |
| 2. Capital Investment to be made in North Carolina: |
| 3. New Technology Deployed in North Carolina: |
| 4. NC Workforce Skills Enhancements: |

