

**STATE BOARD OF COMMUNITY COLLEGES**  
**Service Agreement for Basic Skills Training and Instructional Support**

**Request:** The State Board is asked to approve a service agreement with MOTHEREAD, Inc. for \$129,000 for the period of July 01, 2014 – June 12, 2015, to provide program specific copyrighted training to Basic Skills programs across North Carolina.

**Background Information:** The US DOE awards annually the NCCCS Adult Basic Skills Education funding as per the Workforce Investment Act (WIA) which includes funds for this program training. MOTHEREAD, Inc. is the oldest and largest existing non-profit organization in North Carolina serving literacy programs with a variety of services including copyrighted training and research materials which are used in providing instructional and technical support. MOTHEREAD, Inc. has been recognized as a sole source provider and awarded contracts as such from Department of Public Instruction, Department of Corrections, and the Department of Human Resources as well as local county governments and national organizations.

**Rationale:** Program-specific professional development is a required element of the United States Department of Education funding. MOTHEREAD, Inc. will provide eighteen state-wide trainings and the necessary curriculum materials (copyrighted). The contextualized instruction professional development training is one of the required core trainings that will lead to the NC Basic Skills Instructor Credential. The professional development training, *My United States*, is content based instruction for high school equivalency and civics education instruction.

**Method of Procurement:** In accordance with the procurement practice of the State of North Carolina, approval is being sought by outside purchasing authorities. Approval of the contract by the State Board is contingent upon approval by Purchase and Contract.

**Contract Amount and Time Period:** The project will cover the period from July 1, 2014 through June 12, 2015, at a total cost of \$129,000.

**Fund Availability:** Funding is contingent upon the award of the FY 2014 Adult Education and Family Literacy Act grant by the United States Department of Education. The state leadership monies from this grant will fund this project.

**Contact Person**

Karen Brown  
Director, Program and Professional Development  
(919) 807-7140