



**North Carolina**  
**Department of Commerce**  
*NCWorks Commission*

**Pat McCrory, Governor**  
**Sharon Allred Decker, Secretary**

**Korey Coon, Chairman**  
**Will Collins, Assistant Secretary for Workforce**

December 2, 2014

Mr. Kevin Dick, LA Director  
Durham Workforce Development Board  
Office of Economic and Workforce Development  
Durham, NC 27701

Dear Mr. Dick:

A handwritten signature in black ink that reads "Kevin Dick". The signature is written over the name "Kevin" in the recipient's address.

The Division of Workforce Solutions is pleased to announce that the following NCWorks Incumbent Worker Training Grant proposal submitted by Durham Workforce Development Board has been reviewed and approved under PY 2014 (2031):

<b>Company</b>	<b>Grant Amount</b>	<b>Administrative Fee</b>	<b>Total</b>
Courageous Hope, Inc.	\$ 2554	\$64	\$2618

Total Award Amount PY 2014 (2031): **\$2,618**

A Notice of Fund Availability (NFA) will be issued to you through the Workforce Information System Enterprise (WISE).

Mr. Kevin Dick  
December 2, 2014  
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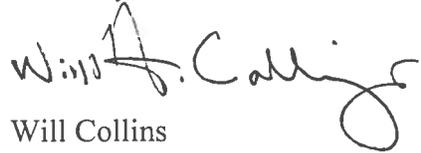
Please note that the NCWorks Incumbent Worker Training Grant Guidelines specify that:

- The Local Area and the company have sixty (60) days from the date of the Notification of Funds Availability cover letter to enter into a 12-month contract.
- Training must be completed and funds expended within the 12-month time frame.
- Within 45 days of the end of training, a Final Report is due to the Division of Workforce Solutions.
- All incumbent worker participants must be entered and tracked in **NCWorks**.

Refer to the attachments of Local Area Issuance No. 09-2014 and other official communication that have been provided.

Please extend our congratulations to the funded companies. If you have any questions or concerns contact Julie Carpenter at (919) 814-0327 or [julie.carpenter@ncommerce.com](mailto:julie.carpenter@ncommerce.com).

Sincerely,

  
Will Collins

cc: Mr. Steven Williams, Chair  
Global Ventures of North America, LLC  
1909 Yellowwood Lane  
Durham, NC 27712