



North Carolina
Department of Commerce
Division of Workforce Solutions

Pat McCrory, Governor
John E. Skvarla, III, Secretary

Will Collins, Assistant Secretary for Workforce

January 13, 2016

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

Dear Mr. Dick:

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 2015 (2031):

Company	Grant Amount	Administrative Fee	Total
Beyu Caffè, LLC	\$ 4117	\$103	\$4220
Durham Economic Resource Center	\$ 9800	\$245	\$10045
Net Friends, Inc.	\$ 10000	\$250	\$10250

Total Award Amount PY 2015 (2031): **\$24515**

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

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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. 18-2015 Change 1 and other official communication that have been provided.

Please extend our congratulations to the funded companies. If you have any questions or concerns contact Teresa Johnson at (919) 814-0322 or Teresa.johnson@nccommerce.com.

Sincerely,



Will Collins

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