



North Carolina Department of Health and Human Services  
Division of Social Services

325 North Salisbury Street  
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Courier # 56-20-25

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Pheon E. Beal, Director  
(919) 733-3055

May 7, 2004

**RE: 2004 Governor's Awards for Excellence  
in Workforce Development**

**DEAR COUNTY DIRECTOR OF SOCIAL SERVICES:**

**ATTENTION: WORK FIRST PROGRAM ADMINISTRATORS AND SUPERVISORS  
FOOD STAMP EMPLOYMENT AND TRAINING SUPERVISORS  
FOOD STAMP WORKFARE SUPERVISORS**

The Commission on Workforce Development is planning its Workforce Development Partnership Conference scheduled for October 27-29, 2004, at the Greensboro Sheraton at Four Seasons Hotel. The annual Governor's Awards for Excellence in Workforce Development will be presented during the conference at a banquet on October 28. Again this year, the awards will give recognition to outstanding workforce participants and an outstanding employer.

We strongly encourage your agency to submit nominations for the following categories: Outstanding Employer, Outstanding Workforce Development Adult Participant, Outstanding Workforce Development Youth Participant, and Outstanding Workforce Development Younger Youth. Outstanding Employer nominations should focus on how the business has positively contributed to the state/local economy and improved workforce training and employment opportunities. Nominations for the Outstanding Workforce Development Adult Participant, Outstanding Workforce Development Youth Participant, and Outstanding Workforce Development Younger Youth should focus on individuals who have realized exemplary accomplishments based on successfully participating in and completing a workforce development program. Specific requirements for the nomination process are included as an attachment to this letter.

Nominations are due to the Commission on Workforce Development **no later than 5:00 p.m. on June 28, 2004**. Late or faxed nominations cannot be accepted. The agency director must sign each nomination form and letters of support must be attached.

Thank you in advance for your consideration of this opportunity to nominate workforce program participants and employers for the 2004 Governor's Awards for Excellence in Workforce Development. We strongly encourage nominations from DSS programs.

Sincerely,

Jane Schwartz, Chief  
Economic Services Section

Attachments  
**FAEP-07-2004**