

APPENDIX 501 - Attachments

**POLICIES AND PROCEDURES
FOR
PROGRAM YEAR (PY) 2022
OUTCOME MEASUREMENT SYSTEM**

APPENDIX 501 - Attachments

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Attachment 1

Workforce Innovation Opportunity Act (WIOA) Performance Reporting System

Following guidance from the Office of Management and Budget (OMB) and the Employment and Training Administration (ETA) of the Department of Labor (DOL), Job Corps has established a Workforce Innovation and Opportunity Act (WIOA) Reporting System, independent of the Performance Management System and the Outcome Measurement System (OMS) Report Cards. The WIOA Reporting System is used to collate data and report performance results for the WIOA primary six measures.

Job Corps revised its post-separation surveys and began collecting data to report on the WIOA primary six measures in Program Year (PY) 2016. Since PY 2016, however, there have been a number of factors that have significantly affected performance results – including changes in measure specifications in PY 2018, the Coronavirus-19 (COVID-19) impacts that began in late PY 2019, and the availability of aggregated wage record data late in PY 2020. Collectively, these factors have created long-term variability and unpredictability in Job Corps performance results hindering the program’s ability to set realistic performance goals. Job Corps intends to set targets for the primary six WIOA measures when sufficient and stable annual data have been collected. Until this time, Job Corps will continue to use OMS reports for decision making in the areas of contract and option year awards, past effectiveness scores, incentive fees, performance assessments, and Performance Improvement Plan (PIP) graduation evaluations.

WIOA requires that quarterly Unemployment Insurance (UI) wage records be used as the primary data source to report on the employment status and wages of Job Corps participants. This use of quarterly wage record data to assess participants’ outcomes is required under section 159(e) of WIOA. Job Corps can continue to use its post-separation survey to collect responses regarding employment, education and training status, and earnings at Quarter 2 and Quarter 4 after exit (OMB No. 1205-0426, *Placement Verification and Follow-up of Job Corps Participants*) as a supplemental data source to the quarterly wage records. Beginning in the last quarter of PY 2020, Job Corps began to receive aggregated wage record results for the purpose of reporting on the primary six measures under WIOA. These results are aggregated by center, CTS provider and center operator, and still do not provide individual student-level results.

Under Job Corps’ WIOA Reporting System, a WIOA Quarterly Performance Report (QPR) and a DOL Quarterly Workforce System Report (QWSR) are used to report Job Corps’ outcomes on the six primary WIOA measures detailed in Section 116 of the legislation. In PY 2018, Job

Corps began transmitting data quarterly, including post-separation survey results, to the DOL Workforce Integrated Performance System (WIPS). WIPS utilizes the transmitted data to obtain quarterly wage record matches through the Common Reporting Information System (CRIS) and subsequently produce the QPRs with results for the six primary performance measures. The QPR is designed in the same format as the other adult and youth programs administered by DOL/ETA, the U.S. Department of Education (ED), and the U.S. Department of Health and Human Services (HHS), to enable performance comparison across these programs. The QWSR is similar in format to the QPR and provides a snapshot of ETA programs performance results.

In accordance with proposed regulations for implementing WIOA, as indicated in the DOL and U.S. Education Department joint regulations, Job Corps developed the following specifications for the six primary measures.

WIOA PRIMARY PERFORMANCE MEASURES			
Measure	Pool	Credit	Formula
Measure 1: Employment or Education/Training Rate (Quarter 2 After Exit)	All JC participants who demonstrated a commitment to the program (completed Career Preparation Period (CPP) or remained in the program at least 60 days) and exited	Number of participants who exited that were employed and/or in an education/training program during the second quarter after the exit quarter	Number employed, or in education/training during the second quarter after the exit quarter <hr/> Number of committed participants who exited
Measure 2: Employment or Education/Training Rate (Quarter 4 After Exit)	All JC participants who demonstrated a commitment to the program (completed CPP or remained in the program at least 60 days) and exited	Number of participants who exited that were employed and/or in an education/training program during the fourth quarter after the exit quarter	Number employed, or in education/training during the fourth quarter after the exit quarter <hr/> Number of committed participants who exited
Measure 3: Median Earnings (Quarter 2 After Exit)	All JC participants who demonstrated a commitment to the program (completed CPP or remained in the program at least 60 days) exited, and were employed in the second quarter after the exit quarter	Quarterly earnings for each participant is calculated as the sum of gross dollars (before taxes) earned on all jobs worked during the second quarter after exit, where earnings include wages, overtime pay, bonuses, commission, and tips	Median earnings in the second quarter after the exit quarter is the midpoint value of quarterly total earnings, between the highest and lowest amounts earned among participants who exited and who were employed in the second quarter after the exit quarter

WIOA PRIMARY PERFORMANCE MEASURES			
Measure	Pool	Credit	Formula
<p>Measure 4: Credential Attainment Rate</p>	<p>The credential attainment measure includes two cohorts of participants.</p> <p>Cohort 1 Pool: The number of participants without a high school diploma or equivalent at entry, who exited having demonstrated a commitment to the program (completed CPP or remained in program at least 60 days), and were in a secondary education program (at or above the 9th grade level) while in Job Corps. Participants in a secondary education program (at or above the 9th grade level) will be considered to be all participants without an HSD/HSE at enrollment who enrolled in an HSD/HSE program while in Job Corps.</p> <p>Cohort 2 Pool: The number of participants who exited having demonstrated a commitment to the program (completed CPP or remained in program at least 60 days) and were in a postsecondary education or training program while in Job Corps. Participants in a postsecondary education or training program while in Job Corps will be considered to be those who enrolled with an HSD/HSE and who:</p> <ol style="list-style-type: none"> (1) Entered a CTT program; (2) Entered an AT program; or (3) Entered an Advanced Career Training (ACT) program. 	<p>The credential attainment measure includes the credentials for two cohorts of participants.</p> <p>Cohort 1 Credentials: The number of committed participants who exited who obtained a secondary school diploma or its equivalent during the program or within one year after exit <u>AND</u> who were also employed or enrolled in an education or training program leading to a postsecondary credential within one year after exit.</p> <p>Cohort 2 Credentials: The number of participants who exited who obtained a recognized postsecondary credential during the program or within one year after exit.</p> <p>A participant with an HSD/HSE at entry who enrolled in a postsecondary education or training program while in Job Corps will have earned a recognized postsecondary credential if, while enrolled in Job Corps (or within 1 year after exit), he/she:</p> <ol style="list-style-type: none"> (1) Completed a CTT program; (2) Completed an AT program; (3) Completed an ACT; or (4) Obtained a primary training-related industry recognized credential (IRC). 	<p style="text-align: center;">Cohort 1 Credentials + Cohort 2 Credentials</p> <hr/> <p style="text-align: center;">Cohort 1 Pool + Cohort 2 Pool</p> <p>Below is the more detailed formula:</p> <p style="text-align: center;">Number without an HSD/HSE at entry who were in a secondary education program (≥ 9th grade) while in Job Corps and obtained an HSD/HSE during the program or within one year after exit <u>AND</u> who were also employed or enrolled in an education/training program leading to a postsecondary credential within one year after exit, PLUS the number with an HSD/HSE at entry, who were in a postsecondary education/training program while in Job Corps and obtained a postsecondary credential (i.e., completed CTT, completed AT, completed ACT, or obtained a primary training-related IRC) during the program or within one year after exit.</p> <hr/> <p style="text-align: center;">Number of committed participants without an HSD/HSE at entry who exited and were in a secondary education program while in Job Corps, PLUS the number of committed participants with an HSD/HSE at entry who exited and were in a postsecondary education/training program while in Job Corps</p>

WIOA PRIMARY PERFORMANCE MEASURES			
Measure	Pool	Credit	Formula
Measure 5: Measurable Skill Gains Rate	<p>The pool for this measure is based on participants served and is not restricted to exiters.</p> <p>The participants served pool includes:</p> <p>(1) All participants who demonstrated a commitment to Job Corps and exited during the program year; and</p> <p>(2) All students who completed CPP or enrolled in the program at least 60 days prior to the end of the program year and did not exit.</p>	<p>A participant will be considered to have obtained a measurable skill gain if during the program year he/she obtained one (or more) of the following types of skill gains:</p> <p>(1) Obtained at least 1 EFL gain on the last TABE reading and/or math test in the reporting period as compared to the initial test;</p> <p>(2) Obtained an HSD/HSE;</p> <p>(3) Completed a CTT program;</p> <p>(4) Completed an AT program;</p> <p>(5) Obtained a primary training-related industry recognized credential;</p> <p>(6) Completed at least 12 credits in ACT; or</p> <p>(7) Completed an approved industry foundations course.</p>	<p>Number who obtained one (or more) of the following during the program year: at least 1 GLE gain, an HSD/HSE, a CTT, an AT, or a training-related primary IRC</p> <hr/> <p>Number of committed participants served during the program year</p>
Measure 6: Effectiveness in Serving Employers Rate	<p>All JC participants who demonstrated a commitment to the program (completed CPP or remained in program at least 60 days) and exited and were employed in quarter 2 after the exit quarter</p>	<p>The number of committed participants who worked for the same employer in both quarter 2 and in quarter 4 after the exit quarter.</p>	<p>Number employed by the same employer in quarter 2 and quarter 4 after the exit quarter</p> <hr/> <p>Number of committed participants who exited and were employed in quarter 2 after the exit quarter</p>

Although the description of several of the primary WIOA measures above is similar to the Job Corps’ OMS performance measures, the definitions of the primary WIOA measures differ significantly on key elements.

- 1. Broader Student Pools.** Under OMS, Job Corps reports Q2/Q4 placement and earnings results for the two groups of students – former enrollees and graduates – that complete the relevant post-separation surveys. Under WIOA, specifically Measures 1-3, the pools for the placement measures include the broader group of students who demonstrate a commitment to the program (i.e., complete CPP or stay 60 or more days in Job Corps). Students who meet this definition are defined as “participants” for the purpose of WIOA reporting. All participants are included in

the pool for WIOA measures.

2. **Sources of Placement Data.** Job Corps' OMS reports Q2 and Q4 placements and Q2 earnings based upon completed post-separation surveys. WIOA Measures 1-3 use UI wage record data as the primary data source, with survey results as the supplemental data source. With wage record results only provided quarterly and at an aggregated level, this data source cannot be used for OMS reporting.
3. **Placement Credit.** For OMS, Job Corps credits placements that meet the criteria in PRH, Exhibit 4-1. WIOA, however, credits any unsubsidized job where there were earnings of \$1 or more in the quarter, and enrollment in secondary, post-secondary or occupational skills education or training activities (with no duration/credit requirements).
4. **Quarter 2 Earnings.** WIOA requires reporting of median earnings over the quarter, whereas Job Corps reports the average earnings.
5. **Attainment of Multiple Accomplishments.** Job Corps reports the attainment of various credentials and skill gains as separate indicators to incentivize multiple accomplishments. In contrast, WIOA Measures 4 and 5 consider the attainment of participants' accomplishments (e.g., learning gains, attainment of HSD/HSE, CTT, and primary IRCs) collectively and credit a participant's attainment of any one of these.
6. **Credential/Skill Attainments Pool.** Job Corps has traditionally reported student accomplishments for a cohort of separated students. With Job Corps' move to real-time crediting, active students are now included in the pools, but only if they have made the attainment; a student who has not made an attainment is only included in the pool at the time of exit. In contrast, the pool for the WIOA Measure 5, Measurable Skill Gains, is composed of participants served that includes both active/enrolled and separated participants (i.e., all participants who are in the program at the beginning of the reporting period and all participants who enroll during the reporting period). Credit is then given for any skill gain(s) obtained during the quarter/program year by these active/enrolled and separated participants.

Since credit is given for attainments made by participants while they are active/enrolled, it is important that these accomplishments be reported in real-time as they occur. Delays in reporting when students enter or complete CTT programs or complete other accomplishments in a timely manner results

in underreporting and negatively impacts Job Corps' performance on this measure.

7. **Effectiveness in Serving Employers.** WIOA added a measure of effectiveness in serving employers. Following guidance from ETA, Job Corps interprets this measure as working for the same employer in the second and fourth quarters after the exit quarter. Job Corps has added a similar measure in its OMS that limits the pool to graduates and former enrollees. This measure is unweighted, however, as Job Corps incentivizes placement upgrades over employer retention.

Attachment 2

PY 2022 INITIAL PLACEMENT AND ALLOWABLE UPGRADES	
INITIAL PLACEMENT CATEGORY	ALLOWABLE UPGRADES
A. Full-time JTM Job Placement	<ul style="list-style-type: none"> • Full-time JTM with wage increase • Registered Apprenticeship
B. Post-secondary School/Training, College Placement or Full-time Job/College Combination	<ul style="list-style-type: none"> • Full-time JTM Job Placement • Registered Apprenticeship
C. Full-time Non-JTM Job Placement	<ul style="list-style-type: none"> • Full-time JTM with same or higher wage • Post-secondary School/Training, College Placement or Full-time Job/College Combination • Full-time Non-JTM Job with wage increase • Registered Apprenticeship
D. Part-time JTM Job Placement	<ul style="list-style-type: none"> • Full-time JTM Job Placement with same or higher wage • Post-secondary School/Training, College Placement or Full-time Job/College Combination • Part-time JTM Job with higher wage • Registered Apprenticeship
E. Part-time Job/College Combination	<ul style="list-style-type: none"> • Full-time JTM Job Placement • Post-secondary School/Training, College Placement or Full-time Job/College Combination • Part-time JTM Job Placement • Registered Apprenticeship
F. Part-time Non-JTM Job Placement	<ul style="list-style-type: none"> • Full-time JTM with same or higher wage • Post-secondary School/Training, College Placement or Full-time Job/College Combination • Full-time Non-JTM Job Placement with same or higher wage • Part-time JTM Job with same or higher wage • Part-time Job/College Combination • Part-time Non-JTM Job with wage increase • Registered Apprenticeship

G. High School, Other Training Program, On the Job Training (OJT)/Subsidized Employment	<ul style="list-style-type: none">• Full-time JTM Job Placement• Post-secondary School/Training, College Placement or Full-time Job/College Combination• Full-time Non-JTM Job Placement• Part-time JTM Job Placement• Part-time Job/College Combination• Part-time Non-JTM Job Placement• Registered Apprenticeship
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Attachment 3

PY 2022 Center Report Card Pools and Credits for Students Transferred to Advanced Training (AT) Programs at Another Center								
Event	Measure(s)	Indicator	Sending Center		AT Center			
			Pool	Credit	Pool	Credit		
At Time of Attainment OR at Time of AT Transfer	Credential Attainment Rating	HSD/HSE	As applicable	As applicable	n/a	n/a		
		CTT Completion	1	1/0	n/a	n/a		
		Primary IRC/NTC Completion	As applicable	As applicable	n/a	n/a		
	Measurable Skill Gains Rating	Literacy Gain Rate	As applicable	As applicable	n/a	n/a		
		Numeracy Gain Rate	As applicable	As applicable	n/a	n/a		
		Average Literacy Gains	As applicable	As applicable	n/a	n/a		
		Average Numeracy Gains	As applicable	As applicable	n/a	n/a		
	Placement Rate (placement code updated based upon placement status after separation)		1	1	n/a	n/a		
	Average Hourly Wage		0	0	n/a	n/a		
	Placement Quality Rating	JTM Rate	0	0	n/a	n/a		
Full-time Quality Placement		0	0	n/a	n/a			
At Time of Attainment OR When Graduate Separates from AT Center	Credential Attainment Rating	CTT Completion	n/a	n/a	1	1/0		
		Primary IRC/NTC Completion	n/a	n/a	1	1/0		
Graduate Placed or Placement Window Closes	Placed in Job/ Military	Placement Rate		n/a	n/a	1	1/0	
		Average Hourly Wage		1	add wage to total	1	add wage to total	
		Placement Quality Rating	JTM Rate:					
			<i>if JTM for both centers</i>		1	1	1	1
			<i>if JTM for neither center</i>		1	0	1	0
			<i>if JTM for sending center only</i>		1	1	0	0
	<i>if JTM for receiving center only</i>		0	0	1	1		
	Full-time Quality Placement		1	1/0	1	1/0		
	Placed in School	Placement Rate		n/a	n/a	1	1	
		Average Hourly Wage		n/a	n/a	n/a	n/a	
Placement Quality		JTM Rate	n/a	n/a	n/a	n/a		

PY 2022 Center Report Card Pools and Credits for Students Transferred to Advanced Training (AT) Programs at Another Center						
Event	Measure(s)	Indicator	Sending Center		AT Center	
			Pool	Credit	Pool	Credit
	Rating	Full-time Quality Placement	1	1/0	1	1/0
Placed in combination of School & Job	Placement Rate		n/a	n/a	1	1
	Average Hourly Wage		n/a	n/a	n/a	n/a
	Placement Quality Rating	JTM Rate	n/a	n/a	n/a	n/a
		Full-time Quality Placement	1	1/0	1	1/0
Not Placed	Placement Rate		n/a	n/a	1	0
	Average Hourly Wage		n/a	n/a	n/a	n/a
	Placement Quality Rating	JTM Rate	n/a	n/a	n/a	n/a
		Full-time Quality Placement	n/a	n/a	n/a	n/a
Second and Fourth Quarter After Exit Surveys	If Q2/Q4 survey not completed	Graduate and Former Enrollee Placement in Quarter 2, Graduate and Former Enrollee Placement in Quarter 4	0	0	0	0
	If Q2/Q4 survey completed	Graduate and Former Enrollee Placement in Quarter 2, Graduate and Former Enrollee Placement in Quarter 4	1	1/0	1	1/0
	If Q2 survey completed and student is working in a job or in the military	Graduate and Former Enrollee Average Earnings in Quarter 2	1	add earnings to total	1	add earnings to total

Note: This does not apply to ACT transfers

Attachment 4

PY 2022 Instructions for Filing an Appeal of Second or Fourth Quarter After Exit Quarter Survey Data – Placement Outcomes

GENERAL INSTRUCTIONS

1. Use this form to file an appeal for Q2 and Q4 survey placement outcomes only.
2. The appeal must be filed within 90 days of the month in which the student's record first appears on the Center OMS-20, CTT-20, or CTS OMS-20.
3. Job Corps Centers, CTS contractors, and National Training Contractors (NTCs) may file an appeal.
4. Appeals **must** be submitted with supporting documentation.
Note: Do not include the student's Social Security Number on any documentation.
5. Submit the completed and signed fillable appeal form(s) with scanned supplemental documentation by e-mail only to:

surveyappeals@dol.gov
6. See the timetable in Appendix 501 Introduction, 8(d) Appeal Process for dates during which appeals must be received by the National Office in order to be processed for each month in PY 2022.

INSTRUCTIONS FOR COMPLETING THE APPEAL FORM

Check Box for Appeal

1. Check the appropriate box(es) to indicate which survey (Quarter 2 or Quarter 4) and which placement outcome you are appealing.
2. This form may be used to file an appeal for a job, education, or training placement. To file an earnings appeal, use the "PY 2022 Job Corps Appeal Form Quarter 2 and Quarter 4 Survey Earnings Outcomes" found in PRH, Appendix 501 Introduction Attachment 5.

Note: All appeals for *job* placements must also include an appeal for earnings for the same quarter

Student Information

1. Enter the student's Job Corps-assigned student Identification Number.
2. Enter the student's last name, followed by middle initial, and first name.

3. Enter the name of the center from which the student separated.
4. Enter the month, day, and year that the student exited the program.
- 5-6. You must determine the survey reference quarter for which you are filing an appeal based on the student’s separation date. The table below shows the Quarter 2 and Quarter 4 periods based upon the quarter the student separated.

Q2	Exit Quarter	Q2 Survey Reference Quarter	Q2 Survey Quarter Start of 8-Week Survey Window
	10/2021 – 12/2021	4/2022 – 6/2022	7/2022 – 9/2022
	1/2022 – 3/2022	7/2022 – 9/2022	10/2022 – 12/2022
	4/2022 – 6/2022	10/2022 – 12/2022	1/2023 – 3/2023
	7/2022 – 9/2022	1/2023 – 3/2023	4/2023 – 6/2023
Q4	Exit Quarter	Q4 Survey Reference Quarter	Q4 Survey Quarter Start of 8-Week Survey Window
	4/2021 – 6/2021	4/2022 – 6/2022	7/2022 – 9/2022
	7/2021 – 9/2021	7/2022 – 9/2022	10/2022 – 12/2022
	10/2021 – 12/2021	10/2022 – 12/2022	1/2023 – 3/2023
	1/2022 – 3/2022	1/2023 – 3/2023	4/2023 – 6/2023

Note: If no survey record appears in CIS, then an appeal cannot be filed.

Use the table below to determine which sections to complete for different types of placements:

Type of Placement:	If Appealing:	Then Complete:
One part-time or full-time job	Same	Section A
School or training placement	Same	Section B

Section A: Employment

If you are appealing data on employment status, complete Section A.

1. Enter the employer’s name.
2. Enter the total number of hours that the student worked during a 1-week period, and

also enter the start and end dates of the reference week. The student must have worked the minimum number of hours required to meet Job Corps' placement definition, during a 7-day consecutive period at any time in the applicable quarter for the job(s), to qualify for credit. That is, for full-time employment, the student must have worked 32 hours in 1 or more unsubsidized job(s), or 40 hours in the Armed Forces, or be in a paid, registered apprenticeship job during a 7-day consecutive period at any time in the quarter. For part-time employment, the student must have worked 20 or more hours but less than 32 hours in one or more unsubsidized job(s) during a 7-day consecutive period at any time in the quarter. Additionally, the job placement must meet any other criteria stipulated in Exhibit 4-1.

3. Check the appropriate box to indicate the student's earnings unit (i.e., if the student was paid hourly, weekly, monthly, or daily) as indicated on the student's pay stub.
4. Enter the dollar amount of earnings on the line that corresponds with the earnings unit selected as indicated on the student's pay stub. **Note:** The student must have earned at least the Federal Minimum Wage (FMW) for this to qualify as a valid Job Corps Job Placement.
5. If the student earned other payments from this job during the 7-day consecutive period identified in Item 2 above (e.g., bonus, tips, commission, etc.), enter the dollar amount on the appropriate line of Item 4.

You must attach written documentation of employment information. Pay information must at a minimum, (1) include the complete 7-day consecutive period (identified in Item 2 above) that occurs within the applicable quarter and (2) show that the student worked a minimum of 20 hours during the 7-day consecutive period. For example: The quarter is from January 1 to April 1. The student is paid by the week and the pay stub covers February 6th to February 12th when the student worked 22 hours. The overlap in dates and the documentation of the minimum required hours will serve as valid documentation. **Written documentation may include: a pay stub, a written statement from the employer on letterhead, or a business card/official stamp affixed to an Employer Verification Form.** Documentation through a third-party verifier such as *The Work Number*, detailing the student's employment information (such as employment verification, hours, and payment) in such a way as to meet Job Corps' placement requirements, will also be accepted for verification. The Employer Verification Form should be completed and signed by the employer and submitted to the National Office as part of the appeal package. **Please see Exhibit 4-2 for further information regarding documentation requirements.**

Section B: Education

If appealing data on education status, complete Section B.

1. Enter the name of the school or training institution.
2. Check the appropriate box to indicate the type of school, college, or training program the student attends or attended. The student must attend or have attended school/training for the minimum number of hours required, or be enrolled for the minimum number of credits, to meet Job Corps' educational placement definition during a 7-day consecutive period at any time in the applicable quarter for the school/training to qualify for credit. Additionally, the educational placement must meet

any other criteria stipulated in Exhibit 4-1.

3. Enter information on attendance/enrollment in this column if the student:
 - a. is enrolled in high school, enter the grade level and the number of hours the student attended during a 7-day consecutive period at any time in the applicable quarter. The student must be enrolled in 9th grade or higher to qualify.
 - b. was enrolled in a post-secondary CTT or technical school, enter the number of hours the student attended during a 7-day consecutive period at any time in the applicable quarter.
 - c. was enrolled in college, record the number of course credit hours the student was registered to take for the period that includes the dates of a 7-day consecutive period at any time in the applicable quarter.
 - d. was enrolled in an on-the-job training program or was working in a subsidized job, enter the number of hours the student worked during a 7-day consecutive period at any time in the applicable quarter.
 - e. was enrolled in an “other” program (e.g., a program to obtain a High School Equivalency (HSE), etc.), enter the number of hours the student attended during a 7-day consecutive period at any time in the applicable quarter.
4. If other training was completed during the survey week, specify the type of program and training.

You must attach written documentation from the school, training program, college (on official letterhead or with an official stamp) or third-party verification such as the National Student Clearinghouse, documenting that the student was enrolled or attended during the 7-day consecutive period at any time in the applicable quarter. Please see Exhibit 4-2 for further information regarding documentation requirements.

Information on Person Completing the Form

1. Enter your last name and first name.
2. Enter the name of the center or placement contractor where you are located and the appropriate six-digit identification code for your center/contractor.
3. Enter the telephone number at which you may be reached.
4. Enter the e-mail address at which you may be reached.
5. Sign your name.
6. Enter the date you are submitting the form.

**U.S. Department of Labor
PY 2022 JOB CORPS APPEAL FORM QUARTER 2 AND QUARTER 4 SURVEY PLACEMENT OUTCOMES**

Student Information (Please Print):		Check Box for Appeal:			
1. Student Identification Number:		Q2 Placement		Q4 Placement	
2. Last Name: _____ MI: _____		First Name: _____			
3. Center Attended:		4. Date of Separation:	Month	Day	Year

Correct Start and End Dates for the Appropriate Quarter (Quarter 2 or Quarter 4 after Exit Quarter)

5. Start Date of Quarter:	Month	Day	Year	6. End Date of Quarter:	Month	Day	Year

Complete Section A and/or Section B Below:

Section A: Complete this section if appeal is for employment during the quarter. Attach a pay stub which shows start and end dates for (minimally) a one week period that occurred at any time during the appropriate quarter after exit.

1. Employer's Name:	
2. Reference Week Start/End Dates (7-day Consecutive Period of Employment)	Total Hours (worked 7-day reference week during the quarter):
3. Earnings* Unit (check one):	4. Dollar Amount (enter earnings for unit selected):
<input type="checkbox"/> Hourly	\$
<input type="checkbox"/> Weekly	\$
<input type="checkbox"/> Monthly	\$
<input type="checkbox"/> Daily	\$
5. Other weekly payments (e.g., bonuses, tips, commission, etc.):	\$

* Earnings per hour must equal or exceed the Federal Minimum Wage to qualify as a valid placement.

Section B: Complete this section if the appeal is for education data. Attach a letter from the institution stating student attended or was enrolled for the minimum hours required for a valid Job Corps placement for, minimally, a one-week period at any point during the quarter.

1. Enter Name of School/Training Institution:	
2. Type of School/Training Program (check one):	3. Enter Information on School/Training Below:
<input type="checkbox"/> High School	Grade: _____ Hours attended in one week: _____
<input type="checkbox"/> Post-secondary CTT/Technical School	No. of hours attended in one week: _____
<input type="checkbox"/> College	No. of credit hours enrolled: _____
<input type="checkbox"/> On-the-Job Training or Subsidized Employment	No. of hours attended in one week: _____
<input type="checkbox"/> Other Training	No. of hours attended in one week: _____
4. If Other Training, specify type: _____	

INFORMATION OF PERSON COMPLETING THE FORM:

1. Print Your Name:	2. Contractor Name/Code (six-digit ID Code):
3. Your Telephone: ()	4. Your e-mail address:
5. Signature:	6. Date form submitted:
National Office Use Only	
Reviewed by:	Date:
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Reason for Denial:

Attachment 5

PY 2022 Instructions for Filing an Appeal of Second Quarter or Fourth Quarter After Exit Quarter Survey Data – Earnings Outcomes

GENERAL INSTRUCTIONS

1. Use this form to file an appeal for Q2 survey earnings outcomes only. One summary sheet must be submitted along with one completed worksheet for each job the student held during the quarter.
2. The appeal must be filed within 90 days of the month in which the student's record first appears on the Center OMS-20, CTT-20, or CTS OMS-20.
3. Job Corps Centers, CTS contractors, and National Training Contractors (NTCs) may file an appeal.
4. Appeals **must** be submitted with supporting documentation.
Note: Do not include the student's Social Security Number on any documentation.
5. Submit the completed and signed fillable appeal form(s) with scanned supplemental documentation by e-mail only, to:

surveyappeals@dol.gov
6. See the timetable in Appendix 501 Introduction, 9(d) Appeal Process for dates during which appeals must be received by the National Office in order to be processed for each month in PY 2022.

INSTRUCTIONS FOR COMPLETING THE APPEAL FORM

All appeals require a completed Summary Page. For the earnings appeal that you are submitting, please do the following:

Check Box for Appeal

1. Check the appropriate box(es) to indicate whether you are appealing earnings outcomes for Quarter 2 or Quarter 4.
2. All earnings appeals must be either for a job placement that has been credited for the appropriate quarter (student took the survey and received a positive result), or be accompanied by a job placement appeal.

Student Information

1. Enter the student's Job Corps-assigned student Identification Number.
2. Enter the student's last name, followed by middle initial, and first name.
3. Enter the name of the center from which the student separated.

4. Enter the month, day, and year that the student exited the program.
- 5-6. You must determine the service reference period for which you are filing an appeal based on the student's separation date. The table below shows the Quarter 2 period based upon the quarter the student separated.

Q2	Exit Quarter	Q2 Survey Reference Quarter	Q2 Survey Quarter Start of 8-Week Survey Window
	10/2021 – 12/2021	4/2022 – 6/2022	7/2022 – 9/2022
	1/2022 – 3/2022	7/2022 – 9/2022	10/2022 – 12/2022
	4/2022 – 6/2022	10/2022 – 12/2022	1/2023 – 3/2023
	7/2022 – 9/2022	1/2023 – 3/2023	4/2023 – 6/2023

Note: If no survey record appears in CIS, then an appeal cannot be filed.

Information on Person Completing the Form

1. Enter your last name and first name.
2. Enter your full position title with no abbreviations.
3. Enter the telephone number at which you may be reached.
4. Enter the e-mail address at which you may be reached.
5. Enter the name of the center or placement contractor where you are located and the appropriate six-digit identification code for your center/contractor.
6. Enter the date you are submitting the form.
7. Sign your name.

Summary Job Placement Information

1. Enter the number of total jobs held during the appealed quarter for which verification documentation is being submitted with this appeal. Enter all jobs regardless of the duration, hours, and pay of that job. A separate job worksheet must be completed for each of these jobs. Please note that placements in AmeriCorps VISTA, National Civilian Community Corps (NCCC) and Public Allies are classified as training placements and are not included in the pools of the earnings measures.
2. Enter the total quarterly earnings for all jobs held in the appealed quarter for which documentation is being submitted with this appeal. These total earnings must equal the sum of the total quarterly earnings of each job for which a Job Worksheet has been completed as part of this appeal.
3. Enter the number of total pages included in the appeal paperwork; this includes the completed form, completed worksheets for each job, and all supporting documentation

of the earnings received through each job for hours worked in the quarter.

INSTRUCTIONS FOR COMPLETING THE JOB WORKSHEET

Complete one worksheet per job held by the student during the quarter.

1. Enter the name of the employer.
2. Enter the start date of employment. The start date can be before or during the appeal quarter.
3. Enter the end date of employment. The end date can be within or after the appeal quarter. If the student is still employed enter “Active.”
4. Enter the employer’s business address.
5. Select the type of documentation submitted to verify the earnings for this job. Multiple types of documentation may need to be submitted for one job dependent upon the type of documentation obtained and the information it contains. For a list of acceptable documentation, including what specifically the documentation must include, and how to submit the documentation to NOJC, please see Table 1 below.

The following section contains the worksheet to determine the quarter’s pay for that job. The worksheet is comprised of rows and columns to ultimately calculate the total pay the student received from this job for hours worked during the quarter.

Each row should contain information for one pay period worked during the quarter as shown on the earnings documentation. A pay period could be for the entire month, bi-monthly, bi-weekly, or weekly. A quarter is comprised of 13 weeks; however, this may not correspond perfectly with the student’s work weeks, and the pay periods, for the quarter, may actually fall across 15 work weeks. Only those hours worked during the quarter and the corresponding earnings should be entered in the worksheet.

The columns show for each pay period the start- and end-date of the pay period, the details of wages, hours and earnings to calculate base pay, the details for calculating extra pay, and the total pay.

Enter the begin-date and end-date of the period; the begin date must be no earlier than the start of the quarter and the end date can be no later than the end of the quarter.

For the columns under “Standard Pay” and “Extra Pay”, only the relevant columns in the worksheet need to be completed; determining the relevant columns is dependent upon the information supplied through the documentation validating the earnings for this job. For example, if a pay stub is obtained that indicates the number of hours worked in the pay period, hourly wage and earnings made in the pay period, then this information needs to be entered into the “Number of hours worked per period,” “Wage per hour,” and “Gross earnings for the period,” respectively. Similarly, under the “Extra Pay” columns only enter information on Overtime, Tips, and Commissions earned from hours worked during

the quarter that are shown in the documentation. If there is information for “Other Pay,” include an explanation in the area indicated of the type of payment.

The “Base Pay Subtotal,” is to be calculated based upon information entered in the previous five columns. The following formulas can be used to calculate Base Pay:

- “Number of days worked” x “Number of hours worked per day” x “Wage per hour”
- “Number of hours worked per period” x “Wage per hour”
- “Gross Earnings per the period”

The “Extra Pay Subtotal” is to be calculated based upon information entered in the previous six columns. The following formula can be used to calculate Extra Pay:

- “Overtime Pay”* + “Tips” + “Commissions” + “Other”
*“Overtime Pay” is calculated by multiplying “Overtime Wage” by “Overtime Hours”

For each pay period, sum the “Base Pay Subtotal” with the “Extra Pay Subtotal” to calculate the “Total Pay.”

When information has been entered for all pay periods, sum the “Total Pay” to obtain the “Quarter Total Pay” for that job.

When you have entered all information for all jobs and earnings during the quarter under appeal, add the total earnings from each individual job together. This number must be the total for the summary sheet.

Table 1. Acceptable Documentation for Earnings Appeals for Each Job

Type of Documentation	Required Information	Additional Documentation Required	Must be scanned and emailed to NOJC
All pay stubs for earnings received from work conducted in the quarter	<p>All pay stubs from all employers in the quarter must be included in the appeal. All pay stubs must include:</p> <ol style="list-style-type: none"> 1) Earnings for the pay period or the hourly pay rate in the pay period; 2) Hours per pay period; 3) Start and end dates for each pay period; 4) Overtime and commission if included on the Earnings Appeal Form; and, 5) The company name and address. 	<p>If any criteria listed under required information is missing then a Verification of Employment form is required. Verification of Employment form must include:</p> <ol style="list-style-type: none"> 1) Dates of employment; 2) Company name; 3) Employer address; 4) Employer phone number; 5) Employer point of contact including their title, phone number, and signature with date. 6) Business card, stamp, or proof of company location; 7) Hours worked by pay rate throughout the quarter for each unique pay rate, and timeline for any raises; and, 8) Overtime, tips, and commission earned during the quarter, if any. 	Only if Verification of Employment form is included
Proof of income for tax purposes (e.g., W-2) and Verification of Employment form	Documentation showing all income received from the job worked during the quarter that minimally covers the entire period identified on the Earnings Appeal Form for each job.	<p>Verification of Employment form must include:</p> <ol style="list-style-type: none"> 1) Dates of employment; 2) Company name; 3) Employer address; 4) Employer phone number; 5) Employer point of contact including their title, phone number, and signature with date. 6) Business card, stamp, or proof of company location; 7) Hours worked by pay rate throughout the quarter for each unique pay rate, and timeline for any raises; and, 8) Overtime, tips, and commission earned during the quarter, if any. 	Yes; Verification of Employment form must be an original or have proof that it was faxed or emailed from employer
Third Party (e.g., The Work Number,) Documentation	<p>Third-party documentation is an acceptable form of verification. Any earnings based on tips will need to be documented on the third party documentation or an alternative from of documentation will be needed. Third-party documentation must include:</p> <ol style="list-style-type: none"> 1) Each pay period as a separate line with the pay 	<p>If any criteria listed under required information is missing then a Verification of Employment form is required. Verification of Employment form must include:</p> <ol style="list-style-type: none"> 1) Dates of employment; 2) Company name; 3) Employer address; 4) Employer phone number; 5) Employer point of contact including their title, phone number, and signature with date. 	Only if Verification of Employment form is included

Type of Documentation	Required Information	Additional Documentation Required	Must be scanned and emailed to NOJC
	<p>period start or end date, hours worked, and gross earnings. 2) Overtime, tips and commission if included on the Earnings Appeal Form; and, 3) Employer company name and address.</p>	<p>6) Business card, stamp, or proof of company location; 7) Hours worked by pay rate throughout the quarter for each unique pay rate, and timeline for any raises; and, 8) Overtime, tips, and commission earned during the quarter, if any.</p>	
<p>Earnings Statement from employer or payroll company</p>	<p>Printed pay summary from the employer or payroll company (e.g., ADP) showing the earnings for the entire period within the quarter included in the appeal for this job.</p> <p>The Earnings Statement must include: 1) Earnings for the pay period or hourly pay rate in the pay period; 2) Hours per pay period; 3) Start and end date of the earnings; 4) Overtime, tips, and commission if included on the Earnings Appeal Form; and 5) Employer company name and address.</p>	<p>If any criteria listed under required information is missing, then a Verification of Employment form is required. Verification of Employment form must include:</p> <p>1) Dates of employment; 2) Company name; 3) Employer address; 4) Employer phone number; 5) Employer point of contact including their title, phone number, and signature with date. 6) Business card, stamp, or proof of company location; 7) Hours worked by pay rate throughout the quarter for each unique pay rate, and timeline for any raises; and, 8) Overtime, tips, and commission earned during the quarter, if any.</p>	<p>Only if Verification of Employment for is included</p>
<p>Timesheet record AND Verification of Employment Form</p>	<p>Printed (not handwritten) timesheet(s) for the entire appeal period showing the hours worked at each job in the quarter. The timesheets must contain employer's company name, the printed name (as applicable) and signature of the person signing the timesheets.</p>	<p>Verification of Employment Form for each job worked in the quarter must include:</p> <p>1) Dates of employment; 2) Company name; 3) Employer address; 4) Employer phone number; 5) Point of contact at the employer including their title, phone number, and signature with date. 6) Business card, stamp, or proof of company location; 7) Hours worked by pay rate throughout the quarter for each unique pay rate, and timeline for any raises; and, 8) Overtime, tips, and commission earned in the quarter, if any.</p>	<p>Yes; Verification of Employment form must be original or have proof that it was faxed or emailed from employer</p>

**U.S. Department of Labor
PY 2022 JOB CORPS APPEAL FORM QUARTER 2 AND QUARTER 4 SURVEY EARNINGS OUTCOMES**

Student Information (Please Print):		Check Box for Appeal:		
1. Student Identification Number:	Q2 Earnings	Q4 Earnings	Job Placement Appeal Submitted YES NO	
2. Last Name:	MI	First Name		
3. Center Attended:	4. Date of Separation:	Month	Day	Year

Correct Start and End Dates for the Appropriate Quarter (Quarter 2 after Exit Quarter)

5. Start Date of Quarter:	Month	Day	Year	6. End Date of Quarter:	Month	Day	Year

Information of Person Completing the Form:	
1. Print Your Name:	2. Your Position Title:
3. Your Telephone: ()	4. Your e-mail address:
5. Contractor Name/Code (six-digit ID Code):	6. Date form submitted:
7. Signature:	

Summary Job Placement Information:		
1. Number of Jobs Held During Quarter:	2. Total Earnings from All Jobs in the Quarter:	3. Number of Pages Included in Appeal Paperwork:

National Office Use Only	
Reviewed by:	Date:
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Reason for Denial:

FOR EACH JOB HELD BY THE STUDENT DURING THE QUARTER, PLEASE COMPLETE A JOB WORKSHEET USING THE TEMPLATE ON THE FOLLOWING PAGE. COMPLETE ONE WORKSHEET FOR EACH JOB.

JOB WORKSHEET

1. Employer's Name:	2. Employment Start Date:	3. Employment End Date:
4. Employer's Address		
5. Type of Documentation Submitted to Verify Earnings:	Pay Stub: _____ Timesheets: _____ Earnings Statement: _____ Third Party: _____ Proof of Income for Tax Purposes: _____	

Complete the following worksheet for each pay period in documentation*. Note, the quarter period is comprised of 13 weeks; however, this may not correspond perfectly with the work weeks, and the quarter period may actually fall across 15 work weeks. Record quarter total for all employment in section "Summary Job Placement Information" box 2.

Period	Begin Date	End Date	Standard Pay						Extra Pay						Total Pay	
			Number of days worked	Number of hours worked per day	Number of hours worked per period	Wage per hour	Gross Earnings for the period	Base Pay Subtotal	Overtime			Tips	Commission	Other* (Explain below)		Extra Pay Subtotal
									Wage	Hours	Pay					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
QUARTER TOTAL																

*Explain any values entered under "Extra Pay" or "Other":

Attachment 6**PY 2022 Instructions for Filing a Request to Add a Placement Code
to the Job Training Match (JTM) Crosswalk****GENERAL INSTRUCTIONS**

1. This form is to be used to request the addition of a Placement Code to the Job Training Match (JTM) Crosswalk. This form should be submitted only if the current JTM Crosswalk does not already contain an appropriate placement job code that: (a) is the most appropriate O*NET-SOC code to describe a specific placement outcome and (b) is directly related to one of the new Training Achievement Records (TARs), released in PY 2006 or thereafter, as they are aggregated into Training Program Areas (TPAs) within the crosswalk. If the request is approved, the proposed O*NET-SOC placement code will be added to the placement portion of the JTM Crosswalk, and JTM credit will be given to every student who completes any TAR in the same TPA and is placed in a position that is properly assigned the identified placement code.
2. The request must be filed within 90 days of the month in which the student's record first appears on the Center OMS-20, CTT-20, or CTS OMS-20.
3. Job Corps Centers, CTS contractors, and National Training Contractors (NTCs) may file a request.
4. Submit the request with documentation to:

U.S. Department of Labor/National Office of Job Corps
200 Constitution Avenue, NW, Room N-4507
Washington, DC 20210
Attention: Career Technical Training Team

INSTRUCTIONS FOR COMPLETING THE REQUEST FORM***Student Information***

1. Enter the student's Job Corps Student Identification Number in the box.
2. Enter the student's last name, followed by middle initial, and first name.
3. Enter the name of the center from which the student separated.
4. Enter the month, day, and year that the student reported to work.

Proposed Job Training Match Codes

1. Enter the proposed official placement code, as found in O*NET-SOC, Example: 31-1011.00
2. Enter the proposed official job title as found in O*NET-SOC, Example: Home Health Aides

3. Enter the proposed Training Program Area(s) (TPAs) that should receive a JTM credit whenever a student placement outcome is assigned the proposed placement code, Example: BRICK and CEMENT (Do not list a TAR code or title here).
4. Provide rationale for the proposed placement code/title addition to the JTM Crosswalk. Appropriate JTM placement codes/titles must correspond to the training received by the student.

Information About You (Bottom of Form)

- 1-2. Enter your name and sign the form in the appropriate boxes.
3. Enter the name of the center or placement contractor where you are located and the six-digit identification code for your center/contractor.
4. Enter the telephone number at which you may be reached.
5. Enter the e-mail address at which you may be reached.
6. Enter the date you are submitting the request form.
7. Sign your name.

**NATIONAL OFFICE OF JOB CORPS
PY 2022 FORM TO REQUEST ADDITION OF A PLACEMENT
CODE TO THE JOB TRAINING MATCH CROSSWALK**

Student Information (Please Print):				
1. Student ID #				
2. Last Name		First Name		MI
3. Center Attended	4. Date Reported to Initial Placement:	Month	Day	Year

Proposed Job Training Match Code:	
1. O*NET-SOC Job Code	2. O*NET-SOC Job Title
3. Training Program Area(s)	
4. Rationale for JTM Placement	

INFORMATION OF PERSON COMPLETING THE FORM:

1. Print Your Name:	2. Signature:
3. Contractor/Center Name and Six-Digit ID Code:	4. Your Telephone: ()
<i>National Office Use Only:</i>	5. Your E-mail Address:
Reviewed by:	6. Date Form Submitted:
Date:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved

Attachment 7

PY 2022 Career Technical Training (CTT) Continuous Improvement Plan (CIP)

CTT-CIP Documentation for Low Performing CTT Offerings

In acknowledgement of standardized language in the Policy and Requirements Handbook (PRH) regarding the performance improvement process, the current documentation process is inconsistent across Job Corps' regions and centers. As a result, the Office of Job Corps has created a standardized template which can be easily completed, regularly monitored and fairly evaluated. The Office of Job Corps and regional offices have joint responsibility in the oversight of CTT Continuous Improvement Plans (CTT-CIPs).

Included here is a model for CTT-CIPs that the PRH states are required for CTT programs with a "D" grade. The key components are an annual specific, measurable, achievable, realistic, and time-based (SMART) goal for the program (see definition below), as well as quarterly benchmarks identified by the center and monitored by the Regional and National offices. A completed sample model is included for your review and feedback.

Proposed Model for a CTT Continuous Improvement Plan (CTT-CIP)

Root-Cause Analysis – to be completed by the operator's center staff, and reviewed and approved by Regional Office staff

The primary aim of Root-Cause Analysis (RCA) is to identify what behaviors, actions, inactions, or conditions exist and need to be changed to improve a program's performance. To be effective, an RCA must be performed systematically, usually as part of an investigation, with conclusions and root causes that are endorsed by documented evidence. A team effort is required. There may be more than one root cause for an event or a problem. The challenge is demonstrating the persistence, and sustaining the effort required to determine them. When reviewing the center's RCA submission, it is important for the Project Manager to ask questions, look beyond the superficial, and dig deeper to uncover the underlying cause(s).

Root causes that are identified depend on the way in which the problem or event is defined. It is important to be as detailed as possible when defining a root cause. How does the identified cause impact desired outcomes? The purpose of identifying a problem's solutions is to prevent recurrence at the lowest cost, and in the simplest way. If there are alternatives that are equally effective, then the simplest or lowest cost approach is preferred.

To be effective, the analysis should establish a sequence of events or a timeline to understand the relationships between contributing

factors, root cause(s) and the desired outcomes. RCA can help transform a reactive culture (that reacts to problems) into a forward-looking culture that solves problems before they occur or escalate. More importantly, it reduces the frequency of problems occurring over time within the environment where the RCA process is used.

Once the root causes for the program’s low performance are identified, the center should generate a SMART goal. A simple example of conducting a root cause analysis can be found at:

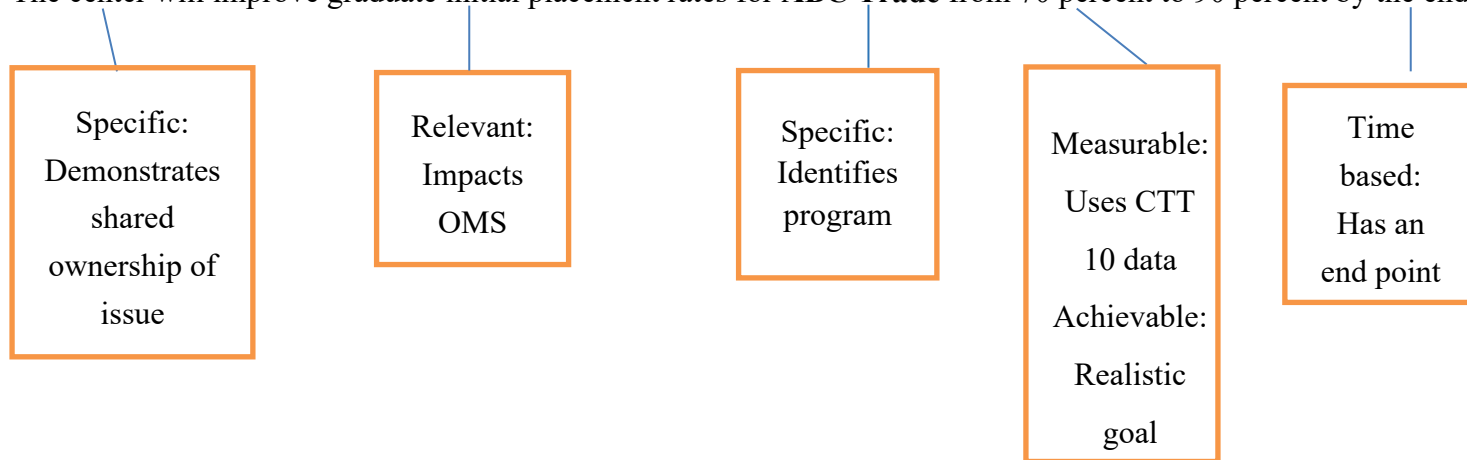
<http://www.isixsigma.com/tools-templates/cause-effect/determine-root-cause-5- whys/>.

A SMART goal should meet the following criteria: **SMART**

- S - is specific, and also stretching, systematic, synergistic, significant and shifting.
- M - means measurable, but also recommend meaningful, memorable, and motivating.
- A - is an achievable goal but A also needs to stand for action plans, accountability, acumen and agreed-upon.
- R - means relevant, but it also stands for realistic, reasonable, resonating, results-oriented, rewarding, responsible, reliable, rooted in facts and remarkable.
- T - means time-based and it also represents timely, tangible and thoughtful.

For Example:

The center will improve graduate initial placement rates for **ABC Trade** from 70 percent to 90 percent by the end of PY 2022.



Directions for review and management of goals:

1. Center completes shaded areas of the CTT-CIP template and indicates acceptance by typing its name in the appropriate boxes.
2. Center sends the completed plan to the Regional Director, Division Chief, Program Manager, and Unit Chief of Career Technical Training (CTT) at the National Office.
3. Region reviews the document and works with the center until the plan is approved. Once approved, the Regional Director and Program Manager will type their names into the approval section, forward the updated/approved plan to the National Office of Job Corps.
4. Region sends e-mail to center and Unit Chief of Career Technical Training at the National Office, confirming the region has approved the plan.
5. At the end of each quarter, the center updates the plan with the prior quarter's results and the prior version of the form as outlined above, then sends an e-mail notifying the Regional and National Offices that the plan has been updated.

Sample CTT-CIP Form Completed:

Center name:	ABC Job Corps	Past performance ratings:		
CTT Program name:	ABC Trade	PY 2019	PY 2020	PY 2021
Baseline CTT-10 data:	70 percent graduate initial placement rate based on CTT-10 report card dated 6/30/2022, not meeting 90 percent goal and main contributing factor to Overall “D” Rating			
Root cause: Why is the program struggling? http://www.isixsigma.com/tools-templates/cause-effect/determine-root-cause-5-whys/ .	Why are students not being placed? Why are students entering the trade, yet struggle to be successful? Why are students not receiving proper guidance about the trade? Why do instructors lack the capacity to modify instruction for students attracted to the trade? Why do students struggle to read and complete applications correctly?			
Annual SMART Goal:	The center will improve graduate placement rates for ABC Trade from 70 percent to 90 percent by the end of PY 2022. Annual Overall Rating to increase from a “D” to “C” or higher.			
	Quarterly SMART goals:	Quarterly results: (completed after each quarter)		
Quarter 1 Benchmark: Sept. 30	By the end of the quarter, all dorms will increase the amount of time students practice completing online applications by 10 percent, with emphasis on supporting ABC Trade students.	Results: 80 percent of the students were able to meet this goal.		
		Comments: Issues with computers in Aspen Dorm prevented 100 percent of the students from practicing.		

<p>Quarter 2 Benchmark: Dec.31</p>	<p>By the end of the quarter, all students in academics will read three articles on their desired trade and be able to articulate what the workers do on the job. ABC Trade students will receive remedial support from Reading teachers.</p>	<p>Results: 100 percent of the students met this goal.</p>
<p>Quarter 3 Benchmark: March 31</p>	<p>By the end of the quarter, each Monday meeting will feature a 10- minute talk by a different tradesperson corresponding to the trades taught on center, specifically ABC Trade.</p>	<p>Results: 8 out of 10 Monday meetings had speakers.</p>
<p>Quarter 4 Benchmark: June 30</p>	<p>By the end of the quarter, all of the students at 75 percent complete or greater will meet with a mentor for an hour weekly to discuss transition and placement goal plans. Emphasis will be put on supporting ABC Trade student’s goals.</p>	<p>Results: 60 percent of the students were able to meet with a mentor on a weekly basis.</p>
<p>Year-end Results</p>	<p>Based on the CTT-10 Report Card dated 06/30/2022, the centers ABC Trade initial placement rate was 92 percent and is exceeding the DOL goal.</p>	
<p>Year-end Comments</p>	<p>Overall rating improved from “D” to high “C”. Trade results show marked improvement and solid effort made by Instructor and good support from center staff.</p>	

The goals have been reviewed and approved

	Name	Date
Instructor:		
CTT Manager or Designee		
Center Director:		
NTC (if applicable):		
Project Manager:		
Regional Director:		

Contracting Officer's Representative (COR) Comments

Quarter 1	
Quarter 2	
Quarter 3	
Quarter 4	

CTT Continuous Improvement Plan (CTT-CIP) Form for Low Performing CTT Offerings

Center name:		Past Performance Ratings		
CTT Program name:		PY 2019	PY 2020	PY 2021
Baseline CTT-10 data:				
Root cause: Why is the program struggling? http://www.isixsigma.com/tools-templates/cause-effect/determine-root-cause-5-whys/ .				
Annual SMART Goal:				
	Quarterly SMART goals:	Quarterly (completed after each quarter)		
First Quarter Benchmark: Sept. 30		Results:		
		Comments:		
Second Quarter Benchmark: Dec. 31		Results:		
		Comments:		
Third Quarter Benchmark: March 31		Results:		
		Comments:		
Fourth Quarter Benchmark: June 30		Results:		
		Comments:		
Year-end Results				
Year-end Comments				

The goals have been reviewed and approved

	Name	Date
Instructor:		
CTT Manager or Designee		
Center Director:		
NTC (if applicable):		
Project Manager:		
Regional Director:		

COR Comments

Quarter 1	
Quarter 2	
Quarter 3	
Quarter 4	

DIRECTIONS FOR REVIEW AND MANGAMENT OF GOALS

6. Center completes shaded areas of the CTT-CIP template and indicates acceptance by typing its name in the appropriate boxes.
7. Center sends the completed plan to the Regional Director, Division Chief, Program Manager, and Unit Chief of Career Technical Training (CTT) at the National Office.
8. Region reviews the document and works with the center until the plan is approved. Once approved, the Regional Director and Program Manager will type their names to the approval section, and forward the updated/approved plan to the National Office of Job Corps.
9. Region sends an email to the center and Unit Chief of Career Technical Training at the National Office, confirming the region has approved the plan.
10. At the end of each quarter, the center updates the plan with the prior quarter's results and the prior version of the form as outlined above, then sends an email notifying the Regional and National Offices that the plan has been updated.

Attachment 8

**PY 2022 JOB CORPS CTT REPORT CARD
REGIONAL OFFICE APPEAL FORM**

I. Program Information

CTT Program:	Slots:	<input type="checkbox"/> Basic	<input type="checkbox"/> AT	<input type="checkbox"/> NTC	<input type="checkbox"/> OTP	<input type="checkbox"/> ACT
Center:	Region (name):					

II. Program Performance Status

Performance Status in Most Immediately Completed PY _____: <input type="checkbox"/> C <input type="checkbox"/> D Overall Score ____	Performance Status in Preceding PY: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D Overall Score: <input type="checkbox"/> N/A
Program was on CTT Performance Improvement Plan (CTT-PIP) in Most Immediately Completed PY: <input type="checkbox"/> Yes <input type="checkbox"/> No	Substantial Improvement from Preceding PY: <input type="checkbox"/> Yes No N/A

III. Mitigating Circumstance(s) Supporting This Appeal (only essential documents should be attached)

IV. Support for This Appeal

Operator/Contractor Official: Name _____ Title _____ Date _____

NTC Official (if applicable): Name _____ Title _____ Date _____

Regional Use Only

V. Final Decisions

- Neither CTT-PIP nor Probation**
- CTT-PIP Only, no Probation**
- CTT-PIP and Probation**
- Recommend Closure or Training Slot Reduction**

Attachment 9

Student Safety Assessment (SSA)

The Student Safety Assessment (SSA) elicits students' perceptions on safety and security including center climate, drug/alcohol use, violence/bullying, and sexual violence. The SSA is an online survey with 48 base questions. There are an additional 37 potential follow-up questions dependent on students' responses to the base questions. The survey takes less than 15 minutes, on average, to complete. Once launched in PY 2022, the SSA will be initially administrated quarterly to a sample of students based on centers' On-Board Strength (OBS). Students who have been enrolled in the program for two weeks or more are eligible for inclusion in the sample. Students returning from a short MSWR or ASWR period within one week of the survey may also be included in the sample pool. Participation in the SSA is voluntary; students can decline to complete the survey.

The national response rates goals will be set after the first full administration. Each center should aim to reach an 80 percent response rate every administration.

It is inappropriate for anyone at the center (staff or students) to attempt to bias student responses before, during, or after the survey in any way. This does not preclude using the results of the survey in discussions with students regarding center improvement.

More specifically, the following activities are prohibited:

- Observing individual students taking the survey. Staff should not look at students' surveys as they are completing it unless requested by the student. Staff should not stand near or behind a student completing a survey such that the student may feel as if their answers are not private.
- Reprimanding or threatening to reprimand students who choose not to take the survey.
- Asking students if or how they responded to questions on the survey. Students can discuss the survey and ask other students and staff questions about the survey, but these types of conversations can only be initiated by the student. Staff **must not** make the students feel as though they must discuss the questions or the answers or attend focus groups to discuss the survey (focus groups on improving center programs and services are acceptable).
- Resetting student passwords for the student portal or email address without the student's permission.
- Using a student's Job Corps email to access the student's survey.

- Taking computer or Wi-Fi time away from a student unless the student violates the user agreements.
- Coaching students to answer the survey in a particular way (e.g., by providing or suggesting “correct” or “incorrect” answers to questions).
- Promising or implying that rewards (such as new equipment, services, privileges, etc.) would be granted or secured for center-wide positive survey results.
- Conducting meetings, pep rallies, and/or group activities that include discussions, presentations, or guidelines regarding survey questions or answers.
- Suggesting that negative responses to the survey will result in negative consequences for the student or the center (e.g., the center will be closed).

Centers may reward students with individual incentives for completion and center-wide incentives for meeting the required response rate for the surveys.

SSA Rating System

The SSA has 48 questions with 3 categories and 5 subcategories assessing center climate, drugs/alcohol, and violence (see Chart 2 below). Each center will receive an overall score and a score for each category and subcategory based on a point system ranging from -10 to 10. Responses to each survey question, such as Strongly Agree, Agree, Disagree, etc., are assigned points. Each question is given a score based on the average of the points. The higher the points, the more positively the students responded to the safety question. The point system allows differences to be assessed between students who ‘Strongly Agree’ with a statement about their safety and students who ‘Agree’ with the same statement. Chart 1 below outlines the types of response categories offered in the survey and the points assigned to each type of response option.

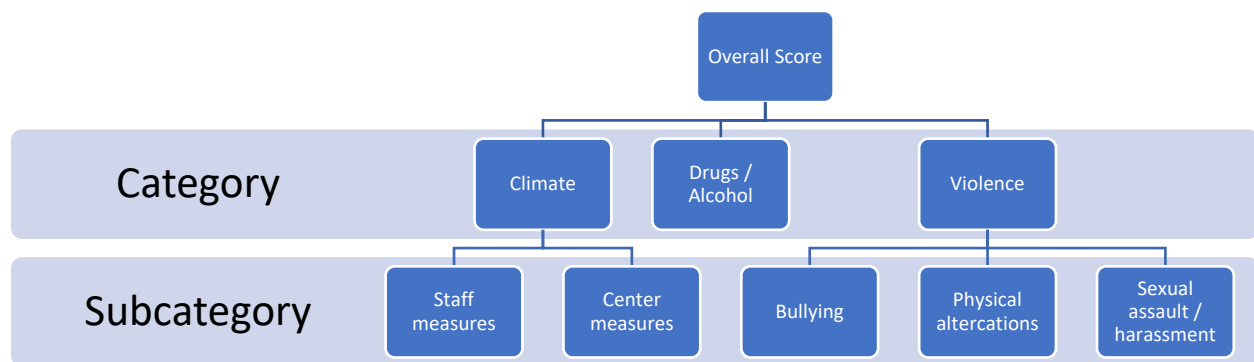
Chart 1. Point System for Response Options

Responses	-10	-6.667	-5	-3.333	0	3.333	5	6.667	10
Type 1	Strongly Disagree	Disagree		Somewhat Disagree	Neither Agree or Disagree	Somewhat Agree		Agree	Strongly Agree
Type 2	Strongly Disagree		Disagree		Neither Agree or Disagree		Agree		Strongly Agree
Type 3	A large problem		A problem				A small problem		Not a problem at all
Type 4	Very Unsafe		Somewhat Unsafe			Generally Safe		Very Safe	Completely Safe
Type 5	Yes								No
Type 6	No, it is frequently broken or not used				Unsure		Yes, some of the time		Yes, all or most of the time

For example, based on Chart 1, 5 students who responded ‘Strongly Agree’ to a survey question (10 points per student), with an additional 5 students responding ‘Somewhat Agree’ to the same question (3.333 points per student), would result in 66.665 total points for the question; therefore, the average score for the question would be 6.67 points.

Subsequently, each subcategory is assigned a score based on the average scores of the questions in that subcategory. The subcategories are then averaged to determine the category scores and category scores are averaged to determine the Overall Score. (See Chart 2.)

Chart 2. Relationship of Overall Score, Categories, and Subcategories



Job Corps expects all centers strive to address safety concerns on center and get the highest score. Centers should address any safety issues evidenced by low scores. Any score of 0 or below suggests that a considerable number, if not most students have concerns about the category or subcategory. As more data becomes available, Job Corps will determine goals.

Attachment 10

Student Experience Assessment (SEA)

The Student Experience Assessment (SEA) is a student satisfaction survey that assesses students' opinions about their Job Corps experience. The survey includes 14 modules addressing multiple areas of service such as admissions, career technical training, and residential living. The SEA is an online survey with 159 questions. The survey modules are tailored to each student based on their experience in the program. Students only complete modules relevant to their current experience (no student answers all 159 questions). The survey takes students 24 minutes, on average, to complete. The SEA is administered quarterly to all students who have been enrolled in the program for two weeks or more. Students returning from a short MSWR or ASWR period within one week of the survey may also be included in the pool. Participation in the SEA is voluntary; students can decline to complete the survey.

The national response rate goal for the SEA is an average 65 percent. Each center should aim to reach 80 percent response rate every administration. For PY 2022 the national response rates are expected to increase with each administration to reach the final response rate goal of 65 percent. The PY 2022 SEA administration dates and expected response rates are outlined in Table 1.

Table 1: PY 2022 SEA Administration Dates and National Response Rates Goals

PY 2022 Administration Dates	Expected Response Rate
July 20 – 28, 2022	57%
October 19 – 27, 2022	60%
January 18 – 26, 2023	62%
April 19 – 27, 2023	65%

It is inappropriate for anyone at the center (staff or students) to attempt to bias student responses before, during, or after the survey in any way. This does not preclude using the results of the survey in discussions with students regarding center improvement.

More specifically, the following activities are prohibited:

- Observing individual students taking the survey. Staff should not look at students' surveys as they are completing it unless requested by the student. Staff should not stand near or behind a student completing a survey such that the student may feel as if their answers are not private.
- Reprimanding or threatening to reprimand students who choose not to take the survey.

- Asking students if or how they responded to questions on the survey. Students can discuss the survey and ask other students and staff questions about the survey, but these types of conversations can only be initiated by the student. Staff **must not** make the students feel as though they must discuss the questions or the answers or attend focus groups to discuss the survey (focus groups on improving center programs and services are acceptable).
- Resetting student passwords for the student portal or email address without the student's permission.
- Using a student's Job Corps email to access the student's survey.
- Taking computer or Wi-Fi time away from a student unless the student violates the user agreements.
- Coaching students to answer the survey in a particular way (e.g., by providing or suggesting "correct" or "incorrect" answers to questions).
- Promising or implying that rewards (such as new equipment, services, privileges, etc.) would be granted or secured for center-wide positive survey results.
- Conducting meetings, pep rallies, and/or group activities that include discussions, presentations, or guidelines regarding survey questions or answers.
- Suggesting that negative responses to the survey will result in negative consequences for the student or the center (e.g., the center will be closed).

Centers may reward students with individual incentives for completion and center-wide incentives for meeting the required response rate for the surveys.

SEA Rating System

Each quarter, national, regional, center, and operator results reports will be provided. The SEA covers 17 categories, such as center life, math, and advanced training, which are outlined in the center report in addition to a summary of the qualitative responses submitted by students. Each category is assigned a weighted average showing how much satisfaction or agreement students had with a statement or item on the survey. The rating for each category can range from 0% to 100% with 100% indicating satisfaction for all students for all questions in that category.

For example, if 100 students start the survey at a center but only 90 students complete all the questions in Category 1, the results are as shown in Table 2.

Table 2. Example of SEA Category 1

Question	Number of students	Rating (% Agree or Satisfied)
Question1	100	70%
Question2	100	70%
Question3	90	80%
Question4	90	80%
Category 1 Rating (Weighted Average)		74.7%

Each center should work towards the highest rating for each category. Additionally, the qualitative summaries should be used to add to centers' understanding of their students' satisfaction. The National Office of Job Corps will establish expectations or goals for categories or groups of categories over time as more data becomes available.

Attachment 11

**PY 2022 Center Report Card Model-Based Goals for
Graduate and Former Enrollee Average Hourly Wage at Placement
and Average Earnings in Quarter 2 After Exit Quarter**

Center		Graduate and Former Enrollee Average Hourly Wage at Placement	Average Earnings in Quarter 2 After Exit Quarter
	National Goals	\$16.25	\$7,700
10100	Grafton	\$17.06	\$8,203
10200	Northlands	\$16.65	\$8,296
10300	Penobscot	\$16.72	\$8,109
10400	Westover	\$16.86	\$8,028
10500	New Haven	\$16.82	\$7,822
10600	Loring	\$17.29	\$8,289
10700	Shriver	\$17.39	\$8,005
10800	Exeter	\$16.49	\$7,919
10900	Hartford	\$16.87	\$8,227
11000	New Hampshire	\$16.43	\$7,831
20100	Arecibo	\$12.32	\$5,598
20300	Cassadaga	\$16.79	\$8,039
20400	Delaware Valley	\$16.37	\$7,598
20500	Edison	\$16.89	\$8,011
20700	Glenmont	\$16.66	\$7,888
20800	Iroquois	\$16.71	\$7,958
20900	Oneonta	\$17.26	\$8,278
21000	Ramey	\$12.32	\$5,598
21100	South Bronx	\$16.70	\$7,633
30100	Blue Ridge	\$15.70	\$7,378
30200	Charleston	\$16.28	\$7,583
30400	Flatwoods	\$16.53	\$8,020
30500	Harpers Ferry	\$16.62	\$7,639
30600	Keystone	\$15.97	\$7,266
	Keystone/Red Rock	\$16.09	\$7,393
30700	Old Dominion	\$16.21	\$7,783
30800	Philadelphia	\$16.12	\$7,157

Center		Graduate and Former Enrollee Average Hourly Wage at Placement	Average Earnings in Quarter 2 After Exit Quarter
30900	Pittsburgh	\$16.08	\$7,457
31000	Potomac	\$16.80	\$8,013
31100	Red Rock	\$16.25	\$7,578
31200	Woodland	\$16.47	\$7,337
31300	Woodstock	\$16.88	\$8,060
31500	Carl D. Perkins	\$15.80	\$7,608
31600	Earle C. Clements	\$16.46	\$7,814
31700	Frenchburg	\$15.47	\$7,145
31800	Great Onyx	\$16.34	\$7,648
31900	Pine Knot	\$16.15	\$7,551
32000	Whitney M. Young	\$15.92	\$7,431
32100	Muhlenberg	\$16.38	\$7,986
32200	Wilmington	\$16.71	\$7,791
40200	Bamberg	\$15.50	\$7,245
40300	Finch-Henry	\$15.19	\$7,072
40400	Brunswick	\$15.76	\$7,488
41000	Gulfport	\$14.58	\$7,074
41100	Jacksonville	\$15.60	\$7,299
41200	Jacobs Creek	\$16.39	\$7,803
41300	Kittrell	\$15.78	\$7,230
41500	Lyndon Johnson	\$15.59	\$7,290
41600	Miami	\$16.03	\$7,201
41700	Mississippi	\$14.91	\$7,278
41800	Oconaluftee	\$16.15	\$7,418
42000	Schenck	\$16.08	\$7,697
42100	Turner	\$15.46	\$7,118
42400	Gadsden	\$15.11	\$6,934
42500	BL Hooks/Memphis	\$15.91	\$7,447
42600	Montgomery	\$15.49	\$7,113
42800	Pinellas County	\$15.78	\$7,527
50100	Atterbury	\$15.95	\$7,355
50200	Blackwell	\$16.17	\$7,773
50300	Cincinnati	\$15.74	\$7,329

Center		Graduate and Former Enrollee Average Hourly Wage at Placement	Average Earnings in Quarter 2 After Exit Quarter
50400	Cleveland	\$16.07	\$7,373
50500	Dayton	\$15.86	\$7,267
50600	Detroit	\$16.28	\$7,204
50800	Gerald R. Ford	\$16.15	\$7,348
50900	Hubert H. Humphrey	\$16.36	\$7,627
51000	Joliet	\$16.36	\$7,741
51100	Flint/Genesee	\$16.25	\$7,706
51200	Paul Simon Chicago	\$17.29	\$7,994
51300	Milwaukee	\$16.27	\$7,442
51400	Ottumwa	\$16.03	\$7,709
60100	Albuquerque	\$16.35	\$7,832
60200	Cass	\$16.70	\$8,085
60300	David Carrasco	\$14.88	\$7,062
60400	Gary	\$16.11	\$7,718
60500	Guthrie	\$15.57	\$7,401
60600	Laredo	\$13.57	\$6,301
60700	Little Rock	\$15.86	\$7,461
60800	North Texas	\$15.97	\$7,462
60900	New Orleans	\$15.53	\$7,299
61100	Roswell	\$15.98	\$7,504
61200	Shreveport	\$14.75	\$7,092
61300	Talking Leaves	\$15.04	\$6,580
61500	Tulsa	\$15.58	\$7,306
61700	Wind River	\$16.68	\$8,161
70100	Denison	\$16.43	\$7,859
70200	Excelsior Springs	\$16.63	\$7,886
70300	Mingo	\$16.98	\$8,324
70400	Pine Ridge	\$17.00	\$8,239
70500	St Louis	\$17.19	\$8,125
70600	Flint Hills	\$16.02	\$7,771
80100	Anaconda	\$16.42	\$8,212
80200	Boxelder	\$16.37	\$7,623
80300	Clearfield	\$16.69	\$8,172

Center		Graduate and Former Enrollee Average Hourly Wage at Placement	Average Earnings in Quarter 2 After Exit Quarter
80400	Collbran	\$16.54	\$7,624
80600	Trapper Creek	\$16.25	\$8,131
80700	Weber Basin	\$16.11	\$7,803
80800	Quentin Burdick	\$15.35	\$7,351
90100	Hawaii	\$16.41	\$7,918
90200	Inland Empire	\$16.66	\$7,879
90300	Los Angeles	\$16.92	\$7,735
90400	Phoenix	\$16.53	\$7,900
90500	Sacramento	\$17.35	\$8,258
90600	San Diego	\$17.12	\$7,922
90700	San Jose	\$16.91	\$7,987
90800	Sierra Nevada	\$16.37	\$7,581
90900	Treasure Island	\$16.75	\$7,573
91000	Fred G. Acosta	\$16.91	\$8,325
91100	Long Beach	\$17.03	\$8,037
100100	Angell	\$17.24	\$8,277
100200	Cascades	\$17.16	\$8,169
100300	Columbia Basin	\$16.82	\$7,654
100400	Curlew	\$17.30	\$8,498
100500	Fort Simcoe	\$17.91	\$8,942
100700	Springdale	\$16.56	\$7,880
100800	Timber Lake	\$16.80	\$8,269
100900	Tongue Point	\$17.59	\$8,278
101000	Wolf Creek	\$17.03	\$8,300
101100	Alaska	\$16.99	\$8,022
1	Boston Region	\$16.47	\$7,848
2	Philadelphia Region	\$16.28	\$7,619
3	Atlanta Region	\$15.61	\$7,274
4	Dallas Region	\$15.89	\$7,638
5	Chicago Region	\$16.34	\$7,672
6	San Francisco Region	\$16.92	\$7,990

**Center Model
 PY 2022 Graduate and Former Enrollee Average Hourly Wage at Placement
 Model Worksheet
 National Total**

Local Adjustment Factors	(1) Center Average	(2) National Average	(3) Differences (1-2)	(4) Weights	Effect of Factor on Expected Performance (3x4)
Average Age at Enrollment	19.1	19.1	0.0	0.1481	0.0000
% High School Diploma or HSE at Enrollment	50.7	50.7	0.0	0.0024	0.0000
% Initial Reading TABE Educational Functioning Level 4	25.4	25.4	0.0	0.0024	0.0000
% Initial Reading TABE Educational Functioning Level 5	17.3	17.3	0.0	0.0035	0.0000
% Initial Reading TABE Educational Functioning Level 6	9.1	9.1	0.0	0.0056	0.0000
% Initial Math TABE Educational Functioning Level 3	35.7	35.7	0.0	0.0023	0.0000
% Initial Math TABE Educational Functioning Level 4	23.3	23.3	0.0	0.0050	0.0000
% Initial Math TABE Educational Functioning Levels 5-6	13.2	13.2	0.0	0.0069	0.0000
% Training in Advanced Manufacturing	7.4	7.4	0.0	0.0042	0.0000
% Training in Automotive and Machine Repair	5.1	5.1	0.0	0.0028	0.0000
% Training in Construction	27.6	27.6	0.0	0.0070	0.0000
% Training in Finance and Business	8.9	8.9	0.0	-0.0084	0.0000
% Training in Health Care	24.2	24.2	0.0	-0.0034	0.0000
% Training in Homeland Security	7.4	7.4	0.0	0.0006	0.0000
% Training in Hospitality	9.4	9.4	0.0	-0.0087	0.0000
% Training in Information Technology	3.0	3.0	0.0	-0.0040	0.0000
% Training in Renewable Resources and Energy	1.4	1.4	0.0	0.0013	0.0000
% Training in Retail Sales and Services	0.4	0.4	0.0	-0.0074	0.0000
% Training in Transportation	5.2	5.2	0.0	0.0171	0.0000
Average Wage in All Industries in County (\$1,000's)	60.8	60.8	0.0	0.0368	0.0000
% Placed in Job in State with High Minimum Wage	46.9	46.9	0.0	0.0142	0.0000
Average Percent of Families in Poverty in County	9.2	9.2	0.0	-0.0802	0.0000
Subtotal					0.00
National Goal					\$16.25
Model Adjusted Goal					\$16.25

Center Model
PY 2022 Average Earnings in Quarter 2 After Exit Quarter Model Worksheet
National Total

Local Adjustment Factors	(1) Center Average	(2) National Average	(3) Differences (1-2)	(4) Weights	Effect of Factor on Expected Performance (3x4)
Average Age at Enrollment	19.3	19.3	0.0	187.8050	0.0000
% High School Diploma or HSE at Enrollment	55.7	55.7	0.0	2.0296	0.0000
% Initial Math TABE Educational Functioning Levels 4-6	45.4	45.4	0.0	3.3883	0.0000
% Training in Advanced Manufacturing	7.5	7.5	0.0	10.2235	0.0000
% Training in Automotive and Machine Repair	4.7	4.7	0.0	3.7952	0.0000
% Training in Construction	26.0	26.0	0.0	3.2184	0.0000
% Training in Finance and Business	9.2	9.2	0.0	-8.4298	0.0000
% Training in Health Care	26.2	26.2	0.0	-2.4672	0.0000
% Training in Homeland Security	7.1	7.1	0.0	1.9695	0.0000
% Training in Hospitality	8.9	8.9	0.0	-11.5660	0.0000
% Training in Information Technology	3.4	3.4	0.0	-5.1339	0.0000
% Training in Renewable Resources and Energy	1.4	1.4	0.0	3.5443	0.0000
% Training in Retail Sales and Services	0.5	0.5	0.0	-5.1130	0.0000
% Training in Transportation	5.0	5.0	0.0	9.9592	0.0000
% Placed in Job in State with High Minimum Wage	43.6	43.6	0.0	5.5503	0.0000
Average Percent of Families in Poverty in County	10.4	10.4	0.0	-52.9760	0.0000
				Subtotal	0
				National Goal	\$7,700
				Model Adjusted Goal	\$7,700

Attachment 12

PY 2022 CTS Contractor Model-Based Goals for Graduate and Former Enrollee Average Hourly Wage at Placement and Average Earnings in Quarter 2 After Exit Quarter

CTS Contractor			Graduate and Former Enrollee Average Hourly Wage at Placement	Average Earnings in Quarter 2 After Exit Quarter
	National Goals		\$16.25	\$7,700
01	CTMTHF	HARTFORD OACTS	\$16.64	\$8,236
01	CTSRNH	NEW HAVEN	\$16.84	\$7,853
01	MAAAGR	GRAFTON JCC	\$17.08	\$8,218
01	MAAPWE	WESTOVER API	\$16.87	\$8,064
01	MAINSH	SHRIVER OACTS	\$17.46	\$8,083
01	MECSLO	LORING JCC	\$17.39	\$8,492
01	MECSPE	PENOBSCOT CTS	\$16.72	\$8,127
01	NHAANH	N. HAMPSHIRE	\$16.28	\$7,854
01	NJMTED	EDISON MTC CTS	\$16.97	\$8,058
01	NYAADV	D. VALLEY CT	\$16.40	\$7,658
01	NYAAGL	GLENMONT	\$16.75	\$7,972
01	NYETIQ	IROQUOIS OACTS	\$17.03	\$8,082
01	NYETON	ONEONTA JCC	\$17.34	\$8,408
01	NYGACA	CASSADAGA JC	\$16.82	\$8,064
01	NYMTBR	BROOKLYN	\$16.73	\$7,668
01	PRJPPR	PUERTO RICO	\$12.68	\$6,031
01	RIAAEX	EXETER CTS JCC	\$16.64	\$7,925
01	VTETNO	NORTHLANDS	\$16.69	\$8,424
02	DCEKPO	POTOMAC OACTS	\$16.84	\$8,002
02	DEETWI	DE CTS	\$16.47	\$7,784
02	KYHYWY	W. YOUNG CTS	\$15.93	\$7,433
02	KYINCP	PERKINS OA/C	\$15.96	\$7,595
02	KYINMB	MUHLENBERG O	\$16.34	\$7,965
02	KYMTEC	EARLE CLEMENTS	\$16.54	\$7,792
02	MDMNWL	WOODLAND	\$16.61	\$7,404
02	MDMTWS	WOODSTOCK MTC	\$16.76	\$7,926
02	PAAAKE	KEYSTONE CTS	\$16.06	\$7,298
02	PAAAPH	PHILADELPHIA	\$16.17	\$7,282
02	PAOMPB	PITTS OACTS	\$15.99	\$7,441
02	R2JPFS	REG2 JP OACTS	\$16.15	\$7,575

CTS Contractor			Graduate and Former Enrollee Average Hourly Wage at Placement	Average Earnings in Quarter 2 After Exit Quarter
02	VAOMOD	OLD DOMINION	\$16.12	\$7,679
02	VASRBR	BLUE RIDGE O	\$15.66	\$7,581
02	WVHYCH	CHARLESTON	\$16.27	\$7,585
03	ALETMT	MONTGOMERY O	\$15.67	\$7,343
03	ALCTGA	GADSDEN OA CTS	\$14.91	\$6,823
03	FLAAMI	MIAMI OACTS	\$16.21	\$7,379
03	FLEXPN	PINELLAS OACTS	\$15.92	\$7,652
03	FLHSJA	JACKSONVILLE	\$15.64	\$7,452
03	GAAABW	BRUNSWICK OA	\$15.48	\$7,230
03	MSAAMS	MS AA OACTS	\$14.78	\$6,973
03	MSCEGU	GULFPORT OACTS	\$14.42	\$7,110
03	MSSRFH	FINCH HENRY	\$15.10	\$6,980
03	NCAAKI	KITTRELL OA/CTS	\$15.82	\$7,434
03	SCHSBA	BAMBERG OACTS	\$15.62	\$7,232
03	TNETBH	BL HOOKS	\$16.02	\$7,460
04	ARSRLR	LITTLE ROCK	\$16.02	\$7,628
04	LAMNSP	SHREVEPORT	\$14.65	\$7,062
04	LAOMNO	NEW ORLEANS	\$15.36	\$7,441
04	NDHLBU	BURDICK OACTS	\$15.65	\$7,392
04	NMAOAB	ALBUQUERQUE	\$16.29	\$7,737
04	NMDIRO	ROSWELL	\$15.96	\$7,219
04	OKCSGU	GUTHRIE OACTS	\$15.47	\$7,270
04	OKJPTL	TALKING LEAVES	\$15.22	\$6,742
04	OKOMTU	TULSA OA CTS	\$15.75	\$7,404
04	TXAAGY	GARY OA CTS	\$15.99	\$7,539
04	TXOMDC	D. CARRASCO OA	\$14.84	\$6,841
04	TXSMLA	LAREDO OACTS	\$13.59	\$6,477
04	TXSRNT	N. TX SR OACTS	\$15.87	\$7,443
04	UTMTCL	CLEARFIELD O	\$16.57	\$8,064
04	WYAPWR	WIND RIVER O	\$16.51	\$7,782
05	IACSOW	OTTUMWA OA	\$16.07	\$7,784
05	IAHLDE	DENISON HLS	\$16.79	\$8,071
05	ILAOPS	PAUL SIMON O	\$17.10	\$7,813
05	ILSMJO	JOLIET OA CTS	\$16.28	\$7,729
05	INMTAB	ATTERBURY	\$15.92	\$7,364
05	KSSRFH	FLINT HILLS OACT	\$16.12	\$7,856

CTS Contractor			Graduate and Former Enrollee Average Hourly Wage at Placement	Average Earnings in Quarter 2 After Exit Quarter
05	MIHLGF	GERALD FORD	\$16.18	\$7,409
05	MISRDE	DETROIT	\$16.54	\$7,231
05	MISRFG	FLINT GENESE	\$16.29	\$7,663
05	MNETHH	HHJCC OACTS	\$16.36	\$7,793
05	MOMIKC	EXCELSIOR	\$16.78	\$8,009
05	MOMTSL	ST. LOUIS OACTS	\$17.23	\$8,142
05	OHSDA	DAYTON	\$15.98	\$7,398
05	OHINCN	CINCINNATI	\$15.93	\$7,382
05	WIRCMJ	MILWAUKEE	\$16.15	\$7,360
06	AKCTPL	ALASKA OACTS	\$16.80	\$7,954
06	AZAAPX	PHOENIX OMG	\$16.59	\$7,976
06	AZHLFA	FRED ACOSTA CTS	\$16.77	\$8,216
06	CABZLB	LONG BEACH J	\$17.15	\$8,196
06	CASMIE	INLAND EMPIRE	\$16.63	\$7,973
06	CACSSA	SACRAMENTO CTS	\$17.16	\$8,225
06	CAJPSD	SAN DIEGO JCC	\$17.28	\$8,113
06	CAJPSJ	SAN JOSE JCC	\$17.00	\$8,026
06	CAMNTI	T. ISLAND OACTS	\$16.76	\$7,630
06	CAMTLA	LA CTS MTC	\$16.80	\$7,935
06	HIJPHI	HAWAII JCC	\$16.56	\$8,132
06	NVJPSN	SIERRA NEVADA	\$16.34	\$7,573
06	NWDESI	NWDESI OA/CT	\$17.02	\$8,176
06	ORHLSP	SPRINGDALE	\$16.53	\$7,882
06	ORMTTO	TONGUE POINT	\$17.57	\$8,284
06	WAAACS	CASCADES AA	\$16.86	\$8,024
01		Boston Region	\$16.53	\$7,923
02		Philadelphia Region	\$16.27	\$7,595
03		Atlanta Region	\$15.58	\$7,296
04		Dallas Region	\$15.83	\$7,565
05		Chicago Region	\$16.38	\$7,705
06		San Francisco Region	\$16.90	\$8,045

CTS Contractor Model
PY 2022 Graduate and Former Enrollee Average Hourly Wage at Placement
Model Worksheet
National Total

Local Adjustment Factors	(1) Contract or Average	(2) National Average	(3) Differences (1-2)	(4) Weights	Effect of Factor on Expected Performance (3x4)
Average Age at Separation	20.6	20.6	0.0	0.2291	0.0000
% Obtained HSD/HSE in Job Corps without CTT Completion	5.9	5.9	0.0	-0.0031	0.0000
% Stayed 60+ Days without HSD/HSE/CTT Completion	26.0	26.0	0.0	-0.0110	0.0000
% Reading TABE Educational Functioning Levels 4-6 at Separation	65.4	65.4	0.0	0.0023	0.0000
% Math TABE Educational Functioning Levels 4-6 at Separation	53.9	53.9	0.0	0.0026	0.0000
% CTT Completers with Training in Advanced Manufacturing	7.4	7.4	0.0	0.0053	0.0000
% CTT Completers with Training in Automotive and Machine Repair	5.1	5.1	0.0	0.0021	0.0000
% CTT Completers with Training in Construction	27.5	27.5	0.0	0.0072	0.0000
% CTT Completers with Training in Finance and Business	8.9	8.9	0.0	-0.0080	0.0000
% CTT Completers with Training in Health Care	24.2	24.2	0.0	-0.0029	0.0000
% CTT Completers with Training in Homeland Security	7.4	7.4	0.0	-0.0011	0.0000
% CTT Completers with Training in Hospitality	9.4	9.4	0.0	-0.0092	0.0000
% CTT Completers with Training in Information Technology	3.0	3.0	0.0	-0.0029	0.0000
% CTT Completers with Training in Renewable Resources and Energy	1.4	1.4	0.0	0.0017	0.0000
% CTT Completers with Training in Retail Sales and Services	0.4	0.4	0.0	-0.0072	0.0000
% CTT Completers with Training in Transportation	5.2	5.2	0.0	0.0151	0.0000
Average Wage in All Industries in County (\$1,000's)	60.7	60.7	0.0	0.0364	0.0000
% Placed in Job in State with High Minimum Wage	46.8	46.8	0.0	0.0141	0.0000
Average Percent of Families in Poverty in County	9.2	9.2	0.0	-0.0875	0.0000
Subtotal					0.00
National Goal					\$16.25
Model Adjusted Goal					\$16.25

CTS Contractor Model
PY 2022 Average Earnings in Quarter 2 After Exit Quarter Model Worksheet
National Total

Local Adjustment Factors	(1) Contractor Average	(2) National Average	(3) Differences (1-2)	(4) Weights	Effect of Factor on Expected Performance (3x4)
Average Age at Separation	20.5	20.5	0.0	241.3430	0.0000
% Obtained HSD/HSE in Job Corps without CTT Completion	4.2	4.2	0.0	-5.8830	0.0000
% Stayed 60+ Days without HSD/HSE/CTT Completion	22.4	22.4	0.0	-5.3072	0.0000
% Math TABE Educational Functioning Levels 4-6 at Separation	64.1	64.1	0.0	2.5992	0.0000
% CTT Completers with Training in Advanced Manufacturing	5.1	5.1	0.0	14.2161	0.0000
% CTT Completers with Training in Automotive and Machine Repair	3.6	3.6	0.0	4.6741	0.0000
% CTT Completers with Training in Construction	18.2	18.2	0.0	5.9694	0.0000
% CTT Completers with Training in Finance and Business	6.6	6.6	0.0	-8.5805	0.0000
% CTT Completers with Training in Health Care	19.7	19.7	0.0	0.1417	0.0000
% CTT Completers with Training in Hospitality	6.7	6.7	0.0	-10.8920	0.0000
% CTT Completers with Training in Renewable Resources and Energy	1.0	1.0	0.0	6.0949	0.0000
% CTT Completers with Training in Transportation	4.2	4.2	0.0	11.5248	0.0000
% CTT Completers with Training in Retail Sales and Services	0.5	0.5	0.0	-9.1657	0.0000
% CTT Completers with Training in Homeland Security	5.3	5.3	0.0	2.2169	0.0000
% CTT Completers with Training in Information Technology	2.6	2.6	0.0	-5.0092	0.0000
% Placed in Job in State with High Minimum Wage	43.6	43.6	0.0	5.4903	0.0000
Average Percent of Families in Poverty in County	10.4	10.4	0.0	-49.7720	0.0000
Subtotal					0
National Goal					\$7,700
Model Adjusted Goal					\$7,700

Attachment 13**PY 2022 CTT Report Card Model-Based Goals (Center Level) for CTT Completer Average Hourly Wage at Placement, CTT Completer JTM Average Hourly Wage at Placement, and CTT Completer Average Earnings in Quarter 2 After Exit Quarter**

Center		CTT Completer Average Hourly Wage at Placement	CTT Completer JTM Average Hourly Wage at Placement	CTT Completer Average Earnings in Quarter 2 After Exit Quarter
	National Goals	\$16.75	\$17.35	\$7,900
10100	Grafton	\$17.56	\$18.16	\$8,403
10200	Northlands	\$17.15	\$17.75	\$8,496
10300	Penobscot	\$17.22	\$17.82	\$8,309
10400	Westover	\$17.36	\$17.96	\$8,228
10500	New Haven	\$17.32	\$17.92	\$8,022
10600	Loring	\$17.79	\$18.39	\$8,489
10700	Shriver	\$17.89	\$18.49	\$8,205
10800	Exeter	\$16.99	\$17.59	\$8,119
10900	Hartford	\$17.37	\$17.97	\$8,427
11000	New Hampshire	\$16.93	\$17.53	\$8,031
20100	Arecibo	\$12.82	\$13.42	\$5,798
20300	Cassadaga	\$17.29	\$17.89	\$8,239
20400	Delaware Valley	\$16.87	\$17.47	\$7,798
20500	Edison	\$17.39	\$17.99	\$8,211
20700	Glenmont	\$17.16	\$17.76	\$8,088
20800	Iroquois	\$17.21	\$17.81	\$8,158
20900	Oneonta	\$17.76	\$18.36	\$8,478
21000	Ramey	\$12.82	\$13.42	\$5,798
21100	South Bronx	\$17.20	\$17.80	\$7,833
30100	Blue Ridge	\$16.20	\$16.80	\$7,578
30200	Charleston	\$16.78	\$17.38	\$7,783
30400	Flatwoods	\$17.03	\$17.63	\$8,220
30500	Harpers Ferry	\$17.12	\$17.72	\$7,839
30600	Keystone	\$16.47	\$17.07	\$7,466
	Keystone/Red Rock	\$16.59	\$17.19	\$7,593
30700	Old Dominion	\$16.71	\$17.31	\$7,983
30800	Philadelphia	\$16.62	\$17.22	\$7,357
30900	Pittsburgh	\$16.58	\$17.18	\$7,657
31000	Potomac	\$17.30	\$17.90	\$8,213
31100	Red Rock	\$16.75	\$17.35	\$7,778
31200	Woodland	\$16.97	\$17.57	\$7,537

Center		CTT Completer Average Hourly Wage at Placement	CTT Completer JTM Average Hourly Wage at Placement	CTT Completer Average Earnings in Quarter 2 After Exit Quarter
31300	Woodstock	\$17.38	\$17.98	\$8,260
31500	Carl D. Perkins	\$16.30	\$16.90	\$7,808
31600	Earle C. Clements	\$16.96	\$17.56	\$8,014
31700	Frenchburg	\$15.97	\$16.57	\$7,345
31800	Great Onyx	\$16.84	\$17.44	\$7,848
31900	Pine Knot	\$16.65	\$17.25	\$7,751
32000	Whitney M. Young	\$16.42	\$17.02	\$7,631
32100	Muhlenberg	\$16.88	\$17.48	\$8,186
32200	Wilmington	\$17.21	\$17.81	\$7,991
40200	Bamberg	\$16.00	\$16.60	\$7,445
40300	Finch-Henry	\$15.69	\$16.29	\$7,272
40400	Brunswick	\$16.26	\$16.86	\$7,688
41000	Gulfport	\$15.08	\$15.68	\$7,274
41100	Jacksonville	\$16.10	\$16.70	\$7,499
41200	Jacobs Creek	\$16.89	\$17.49	\$8,003
41300	Kittrell	\$16.28	\$16.88	\$7,430
41500	Lyndon Johnson	\$16.09	\$16.69	\$7,490
41600	Miami	\$16.53	\$17.13	\$7,401
41700	Mississippi	\$15.41	\$16.01	\$7,478
41800	Oconaluftee	\$16.65	\$17.25	\$7,618
42000	Schenck	\$16.58	\$17.18	\$7,897
42100	Turner	\$15.96	\$16.56	\$7,318
42400	Gadsden	\$15.61	\$16.21	\$7,134
42500	BL Hooks/Memphis	\$16.41	\$17.01	\$7,647
42600	Montgomery	\$15.99	\$16.59	\$7,313
42800	Pinellas County	\$16.28	\$16.88	\$7,727
50100	Atterbury	\$16.45	\$17.05	\$7,555
50200	Blackwell	\$16.67	\$17.27	\$7,973
50300	Cincinnati	\$16.24	\$16.84	\$7,529
50400	Cleveland	\$16.57	\$17.17	\$7,573
50500	Dayton	\$16.36	\$16.96	\$7,467
50600	Detroit	\$16.78	\$17.38	\$7,404
50800	Gerald R. Ford	\$16.65	\$17.25	\$7,548
50900	Hubert H. Humphrey	\$16.86	\$17.46	\$7,827
51000	Joliet	\$16.86	\$17.46	\$7,941
51100	Flint/Genesee	\$16.75	\$17.35	\$7,906
51200	Paul Simon Chicago	\$17.79	\$18.39	\$8,194

Center		CTT Completer Average Hourly Wage at Placement	CTT Completer JTM Average Hourly Wage at Placement	CTT Completer Average Earnings in Quarter 2 After Exit Quarter
51300	Milwaukee	\$16.77	\$17.37	\$7,642
51400	Ottumwa	\$16.53	\$17.13	\$7,909
60100	Albuquerque	\$16.85	\$17.45	\$8,032
60200	Cass	\$17.20	\$17.80	\$8,285
60300	David Carrasco	\$15.38	\$15.98	\$7,262
60400	Gary	\$16.61	\$17.21	\$7,918
60500	Guthrie	\$16.07	\$16.67	\$7,601
60600	Laredo	\$14.07	\$14.67	\$6,501
60700	Little Rock	\$16.36	\$16.96	\$7,661
60800	North Texas	\$16.47	\$17.07	\$7,662
60900	New Orleans	\$16.03	\$16.63	\$7,499
61100	Roswell	\$16.48	\$17.08	\$7,704
61200	Shreveport	\$15.25	\$15.85	\$7,292
61300	Talking Leaves	\$15.54	\$16.14	\$6,780
61500	Tulsa	\$16.08	\$16.68	\$7,506
61700	Wind River	\$17.18	\$17.78	\$8,361
70100	Denison	\$16.93	\$17.53	\$8,059
70200	Excelsior Springs	\$17.13	\$17.73	\$8,086
70300	Mingo	\$17.48	\$18.08	\$8,524
70400	Pine Ridge	\$17.50	\$18.10	\$8,439
70500	St Louis	\$17.69	\$18.29	\$8,325
70600	Flint Hills	\$16.52	\$17.12	\$7,971
80100	Anaconda	\$16.92	\$17.52	\$8,412
80200	Boxelder	\$16.87	\$17.47	\$7,823
80300	Clearfield	\$17.19	\$17.79	\$8,372
80400	Collbran	\$17.04	\$17.64	\$7,824
80600	Trapper Creek	\$16.75	\$17.35	\$8,331
80700	Weber Basin	\$16.61	\$17.21	\$8,003
80800	Quentin Burdick	\$15.85	\$16.45	\$7,551
90100	Hawaii	\$16.91	\$17.51	\$8,118
90200	Inland Empire	\$17.16	\$17.76	\$8,079
90300	Los Angeles	\$17.42	\$18.02	\$7,935
90400	Phoenix	\$17.03	\$17.63	\$8,100
90500	Sacramento	\$17.85	\$18.45	\$8,458
90600	San Diego	\$17.62	\$18.22	\$8,122
90700	San Jose	\$17.41	\$18.01	\$8,187
90800	Sierra Nevada	\$16.87	\$17.47	\$7,781

Center		CTT Completer Average Hourly Wage at Placement	CTT Completer JTM Average Hourly Wage at Placement	CTT Completer Average Earnings in Quarter 2 After Exit Quarter
90900	Treasure Island	\$17.25	\$17.85	\$7,773
91000	Fred G. Acosta	\$17.41	\$18.01	\$8,525
91100	Long Beach	\$17.53	\$18.13	\$8,237
100100	Angell	\$17.74	\$18.34	\$8,477
100200	Cascades	\$17.66	\$18.26	\$8,369
100300	Columbia Basin	\$17.32	\$17.92	\$7,854
100400	Curlew	\$17.80	\$18.40	\$8,698
100500	Fort Simcoe	\$18.41	\$19.01	\$9,142
100700	Springdale	\$17.06	\$17.66	\$8,080
100800	Timber Lake	\$17.30	\$17.90	\$8,469
100900	Tongue Point	\$18.09	\$18.69	\$8,478
101000	Wolf Creek	\$17.53	\$18.13	\$8,500
101100	Alaska	\$17.49	\$18.09	\$8,222
1	Boston Region	\$16.97	\$17.57	\$8,048
2	Philadelphia Region	\$16.78	\$17.38	\$7,819
3	Atlanta Region	\$16.11	\$16.71	\$7,474
4	Dallas Region	\$16.39	\$16.99	\$7,838
5	Chicago Region	\$16.84	\$17.44	\$7,872
6	San Francisco Region	\$17.42	\$18.02	\$8,190