

January 19, 2006

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 05-24
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL DIRECTORS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS

FROM: GRACE A. KILBANE
National Director
Office of Job Corps

SUBJECT: Construction, Rehabilitation, and Acquisition Funding Allocation —
Program Year 2006

1. Purpose. To initiate the Program Year (PY) 2006 Construction, Rehabilitation, and Acquisition (CRA) budget process and identify the actions required to submit project requests for the PY 2006 budget.

2. Background. The PY 2004 CRA budget was the first budget developed based upon a greatest needs approach and facilitated by a Web-based data collection system (the Web-based Inventory of Needs [ION]). The PY 2006 CRA budget process will follow this same approach.

a. Job Corps' Regional and Center Projects

Funding for Job Corps' regional and center projects will remain at \$14,000,000 to continue aggressive correction of facility deficiencies that affect the Department of Labor's (DOL) liability and hamper Job Corps center operations. The purpose of this increased funding level is to focus on providing a safe and positive learning environment for Job Corps students.

Funds for Job Corps' regional/center projects will be allocated as follows.

- (1) All facility deficiencies in the ION (i.e., the unfunded deficiencies) have been evaluated, classified, and given a score based on facility condition, deficiency type (roofing; heating, ventilation, and air conditioning [HVAC]; etc), and building function (dormitory,

gymnasium, etc). The higher the score, the more critical the deficiency.

- (2) Approximately \$11,000,000 will be used to resource the deficiencies in the relative order of the deficiency score, beginning with the highest ranking, until the funding for these “pre-selected” deficiencies is exhausted. The remaining \$3,000,000 will be allocated among the regions proportionally based on student population (contract strength).
- (3) Each center will propose five ION deficiencies and submit them via the ION Web site to their Regional Office for consideration.
- (4) The Regional Office will evaluate the proposed items from the centers and select those most critical within the allocation for their region. They will submit their list to the National Office of Job Corps for final consideration.
- (5) The National Office of Job Corps will review the proposed lists and provide concurrence or adjustment where necessary. If a center has a substantial backlog of Funded Not Corrected (FNC) items from previous years, this may affect funding of deficiencies.

b. National Office of Job Corps Projects (**Regions only**)

The National Office of Job Corps is planning to fund several projects to be executed via the Engineering Support Contractor.

All projects that have been approved as part of a Job Corps center’s long-range plan are eligible. Each Regional Office will propose and prioritize three projects and submit them via the ION Web site to the National Office of Job Corps for consideration. Instructions for using the web site is provided as Attachment A.

Since Real Property Asset Management is a crucial and integral part of the CRA budgeting process, each region should, in proposing projects, consider the following:

1. Utilization
2. Facility Condition Index
3. Mission Dependency
4. Annual Operating Cost

See Attachment B for details.

c. Using the ION Web site

Again, rather than distributing a paper ION package to each Job Corps center and region, input and recommendations will be collected via the ION Web site. The ION Web site was activated December 29, 2005, and will remain open to the centers until February 1, 2006, and to the regions until March 8, 2006.

The process is very much like an Internet shopping cart where the user may browse, select, and review items in the shopping cart, then submit the list for purchase.

3. Action.

Center Directors have 1 month from December 30, 2005, until February 1, 2006, to review their ION and submit recommendations to their region via the ION Web site.

Regional Directors have 4 weeks from February 2, 2006, until March 8, 2006, to do the following:

- a. Review the recommendations by their centers and submit the recommendations to the National Office via the ION Web site; and,
- b. Review the list of eligible projects from the approved long-range plans and submit the recommendations to the National Office via the ION Web site.

The data will be used in budget preparation. The final budget will be available in July 2006.

4. Expiration Date. March 9, 2006.

5. Inquiries. Inquiries should be addressed to Mike O'Malley at (202) 693-3108, or e-mailed to omalley.michael@dol.gov. For specific details about the FNC or the use of the Web site, please contact your regional PBDewberry project manager below:

Boston	Bob LoConte	(703) 516-2285	loconte.bob@dol.gov
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Attachments

- A – ION Web site Instructions
- B – Federal Real Property Asset Management