

June 28, 2006

DIRECTIVE: JOB CORPS INFORMATION NOTICE NO. 05-34
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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
 ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
 ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: ESTHER R. JOHNSON
 National Director
 Office of Job Corps

SUBJECT: Office of Management and Budget Approval of Standard Center Job
 Corps Request for Proposal and Related Contractor Information Gathering
 Reporting Requirements

1. Purpose. To announce the Office of Management and Budget (OMB) approval of the Standard Request for Proposal (RFP) for center operations and forms incorporated therein, OMB No. 1205-0219.
2. References. 20 CFR Part 670; Federal Register (Volume 71, Number 2).
3. Background. The Job Corps is an intensive, residential training program for economically challenged young people aged 16 to 24 who are out of school and out of work. The program is principally carried out through a nationwide network of 122 Job Corps centers. These centers are located at facilities either owned or leased by the Federal Government. The operations for the majority of the centers are procured through negotiated competitive procurements done in accordance with the Federal Acquisition Regulations (FAR). The RFP for the operation of Job Corps centers provides potential operators with the Government's expectations for the development of proposals to operate Job Corps centers. These proposals serve as the principal basis for selection of a successful offeror.

Most of the information collection requirements of Job Corps center operators stem directly from operational needs or are necessary to ensure compliance with Federal requirements and the terms of the contract. Statistical reports are normally generated from source documents

directly by the Federal Government, not the contractors. Data is entered directly into a database and reports are generated as a result of the data. Several forms are now provided in Portable Data File (PDF) format.

4. OMB Approval. The reporting requirements for the RFP and the forms incorporated therein are approved by OMB in accordance with the Paperwork Reduction Act of 1995, under OMB Approval No. 1205-0219. The expiration date is June 30, 2009.

5. Burden Disclosure. Public reporting burden for this collection is detailed and estimated in the attached Burden Analysis including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Comments regarding this Burden Analysis estimate or any other aspect of this collection of information, including suggestions for reducing this burden shall be sent to:

U.S. Department of Labor
Office of Job Corps, Room N-4464
Washington, D.C. 20210
(Paper Reduction Act Project 1205-0219)

6. Expiration Date: Until superseded.

7. Inquiries. Direct any inquiries to Renee Evans at (202) 693-3091, or e-mail Evans.renee@dol.gov.

Attachment

Burden Estimate