



May 26, 2010

<b>DIRECTIVE:</b>	<b>JOB CORPS INFORMATION NOTICE NO. 09-94</b>
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**TO:** ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL OFFICE STAFF  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

**FROM:** EDNA PRIMROSE  
National Director  
Office of Job Corps

**SUBJECT:** Job Corps American Recovery and Reinvestment Act (ARRA) Goals

1. **Purpose.** To advise the Job Corp community of specific ARRA goals for obligations, outlays and project completion dates.
2. **Background.** The National Office of Job Corps (OJC) would like to reiterate ARRA goals that have been presented to the community through ARRA Corporate Webinars and ARRA Regional conference calls. The outline below provides specific details with regard to three ARRA goals, including definitions of ARRA terms, and a clarification for centers with contract end dates prior to September 30, 2010.

**Definitions:**

- **Obligations:** A project is obligated when the Contracting Officer executes a modification.
- **Outlays:** Funds paid out by Treasury to a prime contractor.
- **Complete:** For ARRA Projects, a project is complete when work is substantially complete pending invoicing, payment and punchlist.

**Goals:**

- Obligations: 100% obligated by June 30, 2010
- For projects awarded prior to 12/2009: 100% complete by June 30, 2010
- For all projects: 70% outlayed by September 30, 2010

**Contract End Date Clarification:**

- Contract end date prior to September 30<sup>th</sup>
  - 100% complete and outlayed prior to contract end date
  - Funds are not transferrable to a new contract after June 30, 2010
3. Action. Addressees are to ensure that this Program Instruction Notice is distributed to all appropriate staff.
  4. Expiration Date. Until superseded.
  5. Inquiries. Inquiries pertaining to Job Corps ARRA may be directed to [OJC.ARRA@DOL.GOV](mailto:OJC.ARRA@DOL.GOV).