

July 1, 2002

DIRECTIVE:	PRH CHANGE NOTICE NO. 02-01
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TO: ALL JOB CORPS NATIONAL OFFICE SENIOR 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: RICHARD C. TRIGG
National Director
Office of Job Corps

SUBJECT: Update/Revision to PRH Chapter 5, Appendix 501 - PY 2002 Performance Management System:
Appendix 501 Introduction
Appendix 501a, Center Report Card
Appendix 501b, Outreach and Admissions Report Card
Appendix 501c, Career Transition Services Report Card
Appendix 501d, Vocational Training Report Card

1. Purpose. To transmit the PY 2002 PRH Chapter 5, Appendices 501a, 501b, 501c, and 501d. These appendices contain the policies governing Job Corps' performance management system for centers, outreach and admissions contractors, career transition services contractors, and vocational training programs. All PY 2002 performance goals, both national and model-based, are included in this policy.

2. Background. Job Corps utilizes a comprehensive performance management system to assign accountability for program goals and objectives, and to assess program effectiveness in achieving those goals and objectives. Collectively, the following five outcome measurement systems make up the performance management system and reflect accountability for all phases of students' experiences in Job Corps:

- T Outreach and Admissions Report Card
- T Center Report Card
- T Center Quality Report Card
- T Career Transition Services (CTS) Report Card
- T Vocational Training Report Card

The PY 2002 system is based on recommendations and analysis by the PY 2002 Outcome

Measurement System Workgroup, senior national office staff, and members of the Job Corps community.

3. Explanation of Change. PRH Chapter 5, Appendices 501a - 501d, reflect requirements resulting from implementation of the Workforce Investment Act (WIA) of 1998, and program priorities such as the Career Development Services System (CDSS). The individual measurement systems for Job Corps centers and contractors are more closely aligned with each other to encourage collaboration in delivering quality services to students and to reflect shared responsibility for ensuring positive outcomes.

4. Filing Instructions.

Remove from PRH Chapter 5	Replace with Attached
Appendix 501 Introduction, dated July 1, 2001	Appendix 501 Introduction, dated July 1, 2002
Appendix 501a, dated July 1, 2001	Appendix 501a, dated July 1, 2002
Appendix 501b, dated July 1, 2001	Appendix 501b, dated July 1, 2002
Appendix 501c, dated July 1, 2001	Appendix 501c, dated July 1, 2002
Appendix 501d, dated July 1, 2001	Appendix 501d, dated July 1, 2002

5. Effective Date. July 1, 2002

6. Action Required. All addressees must ensure that this Change Notice is distributed to all appropriate staff.

7. Inquiries. Direct any inquiries to Edna Primrose-Coates at (202) 693-3135, or e-mail to eprimrose-coates@doleta.gov.

Attachments:

- Appendix 501 Introduction, dated July 1, 2002
- Appendix 501a, dated July 1, 2002
- Appendix 501b, dated July 1, 2002
- Appendix 501c, dated July 1, 2002
- Appendix 501d, dated July 1, 2002