

January 11, 2011

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 10-12
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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: PRH Chapter 6, Section 6.2 and Exhibit 6-2: Support Payment for Dependents

1. Purpose. To clarify the information contained in the Job Corps Policy and Requirements Handbook (PRH) about allotments for students who desire to make a support payment for dependents.

2. Background. Centers shall initiate allotments for those students who desire to make a support payment for dependents. An allotment may be initiated by a student who has a child(ren) who draws substantial support from the student (the student must provide proof of dependency). Allotment amounts shall be matched by the government at five times the amount of the allotment, and paid according to procedures specified in Exhibit 6-2. Students shall be advised that the basic living allowance and transition payment will be reduced by the amount of their designated allotment(s).

3. Explanation of Changes.

- a. Revised Chapter 6, Section 6.2 (Student Allowances and Allotments), R4.b, by adding the following sentence:

Students may contribute \$5 or \$10 initially, and then increase the amount to \$15, if they choose, after a minimum of 57 paid days in the Job Corps program.

- b. Revised Exhibit 6-2 to show that the dollar amount for allotments is related to the number of minimum days on center.

4. Action Required. Addressees are to ensure this Change Notice is distributed to all appropriate staff.

5. Effective Date. January 11, 2011.

6. Inquiries. Inquiries should be directed to Wendy Manning at (202) 693-3633 or manning.wendy@dol.gov.

Attachments

A – PRH Cover

B – PRH Chapter 6

C – PRH Exhibit 6-2