

July 1, 2011

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 11-01
------------	---------------------------------------

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: EDNA PRIMROSE
National Director
Office of Job Corps

SUBJECT: Update/Revision to the Policy and Requirements Handbook Chapter 5,
Appendix 501: PY 2011 Performance Management System

1. Purpose. To transmit the PY 2011 Policy and Requirements Handbook (PRH) Chapter 5, Appendices 501 Introduction, 501a, 501b, 501c, and 501d. These Appendices contain the policies governing Job Corps' performance management system for centers, Outreach and Admissions (OA) agencies, Career Transition Services (CTS) agencies, and Career Technical Training (CTT) programs. All PY 2011 performance goals, both national and model-based, are included in these policies. Note: The PY 2011 Center model-based goals and national worksheets will be sent as soon as they are available.

2. Background. Job Corps has established a comprehensive performance management system to assess program effectiveness across multiple components of services and programs offered to Job Corps students. This detailed system evaluates the performance of OA agencies, Job Corps center operators, CTS agencies, and CTT programs, based on the outcomes of program participants.

For PY 2011, a workgroup composed of National Office staff, Regional Office staff, subject matter experts and center, OA, CTS, and NTC operators was convened. This Outcome Measurement System (OMS) Workgroup was tasked with making recommendations that consider recently implemented programmatic and policy changes and identifying areas for change and improvement in the OMS that can be implemented in PY 2011. Presentations were made regarding proposed changes to the OMS Report Cards and the National Director approved the changes.

3. Explanation of Changes. In PY 2011, the performance measures for the OMS Report Cards will remain intact. Changes are minimal and encompass the following: 1) Increase in performance goals in several measures to reflect improved performance systemwide over the

past program year; 2) Addition of a performance goal and weight to the Credential Attainment measure, as well as adjustments to the pools for this measure; and 3) Reduction in weight in the Graduate and CTT Completer Placement measure to accommodate the new weight for Credential Attainment.

4. Explanation of PAG Changes. There are no related PAG changes.
5. Effective Date. July 1, 2011.
6. Action Required. Addressees must ensure this Change Notice is distributed to all appropriate staff.
7. Inquiries. Questions or comments concerning Appendix 501 Introduction and/or Appendices 501a–c should be addressed to Cathy Keiter at (202) 693-3142, or e-mailed to keiter.cathy@dol.gov. Questions or comments concerning Appendix 501d should be addressed to Tracy Bradshaw Morris at (202) 693-8000, or e-mailed to bradshaw-morris.tracy@dol.gov.

Attachments

- A – PRH Cover Page
- B – PRH Table of Contents
- C – Chapter 5 Table of Contents
- D – Appendix 501 Introduction
- E – Appendix 501a
- F – Appendix 501b
- G – Appendix 501c
- H – Appendix 501d