

February 23, 2006

<b>DIRECTIVE:</b> JOB CORPS PROGRAM INSTRUCTION NO. 05-12
---

**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:**                GRACE A. KILBANE  
                          National Director  
                          Office of Job Corps

**SUBJECT:**            Call for 2006 Harpers Ferry Memorial Scholarship Award Applications

1.    Purpose. To announce the final year of the Harpers Ferry Memorial Scholarship Awards and to describe procedures by which eligible Job Corps students may compete.
2.    Background. The Harpers Ferry Memorial Scholarship Fund was established in 1996 to commemorate the lives of eight Harpers Ferry Job Corps students who perished in a MARC/AMTRAK train collision. The students were traveling home from the center on February 16, for a holiday weekend, when the accident occurred in Silver Spring, Maryland.

For this final year of the Scholarship Awards Program, in addition to helping defray the costs of academic or vocational training following graduation, students may also use funds to help purchase tools and equipment related to their vocational training, as well as to secure needed housing, transportation and childcare support. McNeil Technologies, Inc., will administer the Scholarship Fund as part of their overall support services contract with the ETA/National Office of Job Corps.

A total of four students will each be awarded \$750 from the following categories:

- a.    Outstanding Student at the Harpers Ferry Job Corps Center — one student

b. Outstanding Presidents of Student Government Associations (SGAs) — two students

c. Outstanding Disabled Student — one student

The balance of available funds (approximately \$382) will be used for a commemorative plaque to be placed in the National Office of Job Corps honoring the memory of the eight students who perished in the accident.

3. Application Guidelines and Procedures. Please refer to Attachment A (Harpers Ferry Memorial Scholarship: Guidelines pertaining to Eligibility, Application Requirements, and Procedures) for instructions regarding the scholarship application process. Attachment B is the actual Harpers Ferry Memorial Scholarship Award Application form.

4. Deadline. The deadline for receipt of applications and all required and supporting documentation is April 14, 2006. Applications that are late or incomplete will not be accepted.

5. Action. Addressees are requested to distribute this announcement to potential and eligible applicants, staff, and other students, and to assist qualified applicants in submitting the appropriate documentation. This Instruction supersedes Program Instruction 04-16.

6. Expiration Date. April 14, 2006

7. Inquiries. Inquiries should be directed to Alan Lafferman at (202) 693-3107, or emailed to [lafferman.alan@dol.gov](mailto:lafferman.alan@dol.gov); or to Charles Cox of McNeil Technologies, Inc., at (202) 842-2200, or e-mailed to [ccox@mcneiltech.com](mailto:ccox@mcneiltech.com).

#### Attachments

A – Harpers Ferry Memorial Scholarship: Guidelines on Eligibility, Application Requirements and Procedures

B – Harpers Ferry Memorial Scholarship Application form