

June 4, 2012

<b>DIRECTIVE:</b>	<b>PROGRAM INSTRUCTION NOTICE NO. 11-31</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 OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

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

**SUBJECT:** UPDATE: Program Year (PY) 2011 Budget – Submission of June 2012  
Spending Plans

1. Purpose. To provide information on a revision to Outreach and Admissions (OA) and Career Transition Services spending plans, and to introduce a page on the Job Corps Community website that will provide responses to frequently asked questions regarding this effort.
2. Background. On Friday, June 1, 2012, the Office of Job Corps released Program Instruction (PI) Notice 11-28: Program Year (PY) 2011 Budget – Submission of June 2012 Spending Plans.
3. Correction. PI 11-28 included Attachment A – June Spending Plans. However, there was an error on the first tab, requiring a 50 percent reduction in Line 05 – Indirect Administrative Expense. This has been corrected on the updated attachment, transmitted with this notice.
4. Frequently Asked Question. PI 11-28 requested that any questions related to this effort be directed to Ron Daitoku at [daitoku.ronald@dol.gov](mailto:daitoku.ronald@dol.gov). We will post the questions and responses on the Job Corps Community website at <http://jcweb.jobcorps.org>. **Note:** The website is accessible through CITRIX.
5. Expiration Date. Until superseded.
6. Inquiries. General inquiries related to this effort may be submitted to Ron Daitoku at [daitoku.ronald@dol.gov](mailto:daitoku.ronald@dol.gov). He will distribute the inquiries to the Office of Job Corps and Office of Contracts Management. Specific contractual inquiries should continue to be directed to the Contracting Officer.

Attachment

June Spending Plan (revised)