




JAN 30 2018

DIRECTIVE: JOB CORPS PROGRAM INSTRUCTION NOTICE NO. 17-20

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
 ALL CENTER USERS

FROM: LENITA JACOBS-SIMMONS 
 National Director
 Office of Job Corps

SUBJECT: Mandatory Center Operator Construction, Rehabilitation and Acquisition
 (CRA) Funded-Not-Corrected (FNC) Project Funding Update

1. Purpose. To inform Center Operators that funded deficiencies with 1518 CRA appropriation funding streams will be de-obligated if centers are unable to provide a satisfactory 30-day spending plan to the Regional Office Project Manager by February 1, 2018. The plan must identify each such deficiency, its status, your plan to accomplish, and the reason funding should or should not be de-obligated. The specific funding codes to which this applies are: 2601811518BD-2015, 2016, 2017, and 2018 (known as 1518 funding).

2. Background. In accordance with the Policy and Requirements Handbook (PRH) Chapter 5.10, R5, Timeframes for Completion of Funded-Not-Corrected (FNC) Deficiencies, it is critical that deficiencies are corrected as soon as possible following funding. This section provides detailed timeframes for completion based on the deficiency classification.

For example, the highest priority is a Class IA – Life Safety and Health which should be completed as soon as possible: no later than 60 days. Corrective action that requires more than 60 days to complete requires an abatement plan documented on the FNC Web site. Our records indicate that many Center Operators have not completed deficiencies in accordance with the PRH guidelines. Please refer to the PRH for further guidance on when they should be corrected.

3. Action.

- Center Directors are to:
- a. Prepare and submit by February 1, 2018 a plan for any FNC that have been funded with 1518 funds. You should submit this plan for regional review via the CRA funding site using the “Other” submission option.

- b. Update and submit your Quarterly CRA Rehab Report (PRH Exhibit 5-19) due January 20, 2018 (Note: this is the regular due date per the PRH).
- c. Update the FNC Web site by February 1, 2018, to reflect the current status and your plan to include a spending plan.

If you are unable to award a subcontract within 30 days of this notice for any FNC funded with 1518 funds, please inform your Regional Office Contracting Officer's Representative so that these funds may be de-obligated. Subsequently, new funding will be awarded depending on the contract status and the complexity of the project.

Regional Directors must review the center plans and Quarterly CRA Rehab reports and forward to the National Office by February 9, 2018.

4. Expiration Date. Until superseded
5. Inquiries. Inquiries should be directed to your designated Regional Project Manager or Contracting Officer's Representative. If you have questions about the FNC Web site, please contact Mark Campbell at 703-516-2261.