




APR 15 2019

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NOTICE NO. 18-05
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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
ALL CENTER USERS

FROM: DEBRA A. CARR 
Acting National Director
Office of Job Corps

SUBJECT: Expiring Construction, Rehabilitation and Acquisition 16-19 Funds

1. Purpose. To advise Job Corps center operators and regional staff that Construction, Rehabilitation and Acquisition (CRA) 16-19 funds will soon expire. All deficiencies funded with 16-19 CRA money must be remediated, invoiced, or the funds must be returned to Job Corps.

To ensure no funds are lost, each center must prepare and submit a plan for addressing each funded deficiency not completed and vouchered. The plan must identify each deficiency and its completion status. It must also explain how the funds will satisfy the deficiencies, and the center must submit invoices or state the center will return funds to Job Corps.

The specific funding codes to which this applies are 2601811619BD-2016, 2017, 2018, and 2019 (known as 16-19 funding).

2. Background. Pursuant to the Policy and Requirements Handbook, Chapter 5.10, R5, Timeframes for Completion of Funded-Not-Corrected (FNC) Deficiencies, centers must promptly correct deficiencies once Job Corps provides the funding.

3. Action.

Center Directors must take the below actions.

- a. Prepare and submit a plan that includes each deficiency modified to their center contracts with 16-19 CRA funds not completed and vouchered. Center directors must submit plans using the CRA Funding Web site "Other Submissions" by April 22, 2019.
- b. Update the FNC Web site by April 22, 2019, to reflect the status of each FNC

deficiency.

- c. Notify their regional Contracting Officer's Representatives if they are unable to complete the work AND submit vouchers by May 15, 2019, for deficiencies funded with 16-19 CRA money. These funds will be de-obligated.

Regional directors must take the below actions.

- a. Review center plans by May 3, 2019.
- b. Prepare de-obligation modifications, as applicable, by May 24, 2019.

All appropriate staff must receive this Program Instruction Notice.

4. Expiration Date. Until superseded
5. Inquiries. Your designated Regional Project Manager or COR. If you have questions about the FNC Web site, please contact Mark Campbell at 703-516-2261.

Attachment

Spreadsheet – CRA Balances on Contracts by Fund Code as of March 7, 2019

Boston Region

CRA Balances on Contracts by Fund Code as of March 7, 2019

Center Name	Vendor Name	Contract ID	End Date	Fund Code			
				1619BD	1720BD	1821BD	1821HD
ARECIBO	RES-CARE, INC	DOLETA17C0020	1/31/2019		\$ 9,171.00		
BARRANQUITAS	RES-CARE, INC	DOLETA17C0020	1/31/2019		\$ 20,000.00		
BROOKLYN	RES-CARE, INC	1630DC18C0002	3/31/2018		\$ 22,330.00		
DELAWARE VALLEY	ADAMS AND ASSOCIATES, INC	DOLETA12QA20007	1/31/2018	\$ 14,759.00	\$ 19,640.00		
EDISON	RES-CARE, INC	DOLETA15C00977	6/30/2018		\$ 16,532.00		
GLENMONT	ADAMS AND ASSOCIATES, INC	DOLETA15C0060	12/31/2018		\$ 17,900.00		
GRAFTON	ADAMS AND ASSOCIATES, INC	DOLETA15C0073	12/31/2018	\$ 1.00	\$ 135,653.00		
HARTFORD	ADAMS AND ASSOCIATES, INC	1630J117T00009	5/31/2018		\$ 6,325.00		
NEW HAVEN	CAREER SYSTEMS DEVELOPMENT CORPORATION	1630DC18C0003	11/30/2018		\$ 84,840.00		
NEW HAVEN	CAREER SYSTEMS DEVELOPMENT CORPORATION	DOLETA17C0021	11/30/2017		\$ 938.00		
PENOBSCOT	CAREER SYSTEMS DEVELOPMENT CORPORATION	DOLETA16C0078	12/31/2018		\$ 35,509.00		
RAMLEY	RES-CARE, INC	DOLETA17C0020	1/31/2019	\$ -	\$ 42,123.00		
SOUTH BRONX	RES-CARE, INC	1630DC18C0002	3/31/2018		\$ 25,263.00		
					<u>\$ 14,760.00</u>		

orange highlight means CRA funds are on an expired contract
 blue highlight means 1619 funds are on contract

Philadelphia Region

CRA Balances on Contracts by Fund Code as of March 7, 2019

Center Name	Vendor Name	Contract ID	End Date	Fund Code				Grand Total
				1619BD	1720BD	1821BD		
PHILADELPHIA	MANAGEMENT & TRAINING CORPORATION	DOLETA17C0035	1/31/2022	\$ 9,473.00	\$ 1,227.00		\$ 10,700.00	
EARLE CLEMENTS	MANAGEMENT & TRAINING CORPORATION	16301218C0008	1/31/2019		\$ 8,756.00		\$ 8,756.00	
MUHLENBERG	INSIGHTS TRAINING GROUP, LLC	DOLETA17G0034	1/31/2022	\$ 27,393.00	\$ 67,656.00		\$ 95,049.00	
PITTSBURGH	ODLE MANAGEMENT GROUP, L.L.C.	DOLETA16G0062	5/31/2021	\$ 49,309.00			\$ 49,309.00	
RED ROCK	RES-CARE, INC.	DOLETA17C0030	1/31/2022	\$ 10,920.00	\$ 265,964.00	\$ 55,905.00	\$ 332,789.00	
WHITNEY YOUNG	ODLE MANAGEMENT GROUP, L.L.C.	16301217T000003	#N/A	\$ 6,500.00			\$ 6,500.00	
WILMINGTON	MANAGEMENT & TRAINING CORPORATION	DOLETA17C0036	1/31/2022	\$ 15,100.00			\$ 15,100.00	
WOODLAND	ADAMS AND ASSOCIATES, INC.	DOLETA16G0005	12/31/2018	\$ 40,458.00	\$ 148,680.00		\$ 189,138.00	
WOODSTOCK	ADAMS AND ASSOCIATES, INC.	DOLETA17G0037	2/28/2019	\$ -	\$ 833,089.00	\$ 56,057.00	\$ 889,146.00	
				\$ 159,153.00				

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Atlanta Region

CRA Balances on Contracts by Fund Code as of March 7, 2019

Center Name	Vendor Name	Contract ID	End Date	Fund Code		
				1619BD	1720BD	1821BD
BRUNSWICK	MANAGEMENT & TRAINING CORPORATION	DOLETA15C0076	6/30/2017	\$ 65,528.00		
FINCH-HENRY	MINACT INC	DOLETA16C0011	8/31/2017	\$ 26,473.00		
GADSDEN	ALUTIQ EDUCATION & TRAINING, LLC	DOLETA17C0029	12/31/2018		\$ 22,223.73	
GULFPORT	MINACT INC	DOLETA15C0046	6/30/2020	\$ 6,094.00	\$ 22,357.00	
JACKSONVILLE	CHUGACH EDUCATION SERVICES, INC.	DOLETA16C0089	3/31/2018		\$ 94,362.00	
PINELLAS	ODLE MANAGEMENT GROUP, L.L.C.	DOLETA17C0010	11/30/2021	\$ 20,000.00		
TURNER	FOXMAR, INC.	DOLETA16C0129	3/31/2017	\$ 28,720.00		
				\$ 146,815.00		

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Dallas Region

CRA Balances on Contracts by Fund Code as of March 7, 2019

Center Name	Vendor Name	Contract ID	End Date	Fund Code		
				1619BD	1720BD	1821BD
ALBUQUERQUE	ALUTIQO MANAGEMENT SERVICES, LLC	1680J417C0005	3/31/2022	\$ 37,340.00	\$ 73,547.00	\$ 40,776.00
GARY	MANAGEMENT & TRAINING CORPORATION	DOLETA16C0049	4/30/2018		\$ 211,661.00	
GUTHRIE	CAREER SYSTEMS DEVELOPMENT CORPORATION	1630J417C0010	1/31/2018		\$ 117,520.00	
LEARDO	CAREER SYSTEMS DEVELOPMENT CORPORATION	DOLETA16C0048	7/31/2021	\$ 2,726.00	\$ 3,340.00	\$ 1,995.00
SHREVEPORT	MINACT, INC	DOLETA15H0004	4/30/2017	\$ 37,280.00		
TALKING LEAVES	THE CHEROKEE NATION	DO1141A22168	2/28/2019	\$ 9,600.00	\$ 256,837.00	
				\$ 86,946.00		

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Chicago Region

CRA Balances on Contracts by Fund Code as of March 7, 2019

Center Name	Vendor Name	Contract ID	End Date	Fund Code			
				1619BD	1720BD	1821BD	830XBD
ATTERBURY	ADAMS AND ASSOCIATES, INC	1630J518C0002	2/28/2019				
CINCINNATI	MANAGEMENT & TRAINING CORPORATION	1630J517C0007	5/31/2018		\$ 148,231.00		
CLEVELAND	SERRATO CORPORATION	1630J517C0005	7/31/2018		\$ 235.00		
DAYTON	ALUTIQ, MANAGEMENT SERVICES, LLC	DOLETA16C0001	11/30/2020	\$ 4,075.00	\$ 64,743.00		
DENISON	MANAGEMENT & TRAINING CORPORATION	DOLETA16C0047	3/31/2017	\$ 19,358.00	\$ 169,580.00		
DETROIT	ALUTIQ, EDUCATION & TRAINING, LLC	DOLETA16C0014	11/30/2019	\$ 41.00	\$ 85,493.00		
EXCELSIOR SPRINGS	MINACT INC	DOLETA16C0004	5/31/2018	\$ 29,809.00	\$ 133,577.00		
FLINT GENESSEE	ALUTIQ, PROFESSIONAL SERVICES LLC	1630J518C0006	12/31/2018		\$ 25,647.00		
FLINT GENESSEE	ALUTIQ, PROFESSIONAL SERVICES LLC	DOLETA16C0130	3/31/2018	\$ 9,809.00			
GERALD FORD	MINACT INC	DOLETA16C0101	8/31/2018	\$ -	\$ 10,026.00		
MILWAUKEE	MINACT INC	1630J517C0006	9/30/2018		\$ 30,000.00		
MILWAUKEE	MINACT INC	DOLETA16C0026	9/30/2017		\$ 5,000.00		
PAUL SIMON	MANAGEMENT & TRAINING CORPORATION	1630J517C0004	4/30/2018		\$ 7,502.00		
ST. LOUIS	ADAMS AND ASSOCIATES, INC.	DOLETA16C0081	3/31/2019	\$ 25,555.00	\$ 50,197.00	\$ 49,756.00	
				\$ 88,647.00			

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San Francisco Region

CRA Balances on Contracts by Fund Code as of March 7, 2019

Center Name	Vendor Name	Contract ID	End Date	Fund Code		
				1619BD	1720BD	1821BD
ALASKA	CHUGACH EDUCATION SERVICES, INC	DOLETA25A000012	12/31/2018			
FRED ACOSTA	HUMAN LEARNING SYSTEMS, LLC	DOLETA16H00009	11/30/2021	\$ 24,972.00	\$ 33,800.00	
INLAND EMPIRE	CHUGACH EDUCATION SERVICES, INC	1630DC17H00003	4/6/2022	\$ 40,336.00	\$ 50,679.00	\$ 20,000.00
INLAND EMPIRE	MANAGEMENT & TRAINING CORPORATION	DOLETA15A000002	3/31/2017	\$ 11,066.00		
LOS ANGELES	YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF GREATER LC	1630DC17H00008	1/31/2018	\$ -	\$ 9,104.00	
LOS ANGELES	YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF GREATER LC	16301618C00002	7/31/2018		\$ 763.00	
LOS ANGELES	YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF GREATER LC	16301618C00004	2/28/2019		\$ 1.00	
SACRAMENTO	MCCONNELL JONES LANIER & MURPHY LLP	DOLETA16H00005	11/30/2017	\$ 91,174.00		
SPRINGDALE	CHUGACH EDUCATION SERVICES, INC	DOLETA15H00008	3/31/2020	\$ 313.00	\$ 100,523.00	
TONQUE POINT	MANAGEMENT & TRAINING CORPORATION	DOLETA15H00007	3/31/2020	\$ 150,019.00	\$ 283,141.00	\$ 105,323.00
				\$ 317,880.00		

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