



FEB 28 2020

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NOTICE NO. 19-10
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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

A handwritten signature in black ink, appearing to read "Debra A. Carr", written over a horizontal line.

SUBJECT: Expiring Construction, Rehabilitation, and Acquisition 17-20 Funds

1. Purpose. To advise Job Corps center operators and regional staff that Construction, Rehabilitation, and Acquisition (CRA) 17-20 funds will soon expire. All deficiencies funded with 17-20 CRA money must be remediated and 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, its funded amount, its unvouchered balance, and its completion status. It must also explain the center operator's plan to accomplish the deficiency or return the funds.

The specific funding codes to which this applies are: 2601811720BD-2017, 2018, 2019, and 2020 (known as 17-20 funding).

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

3. Action.

Center Directors must take the below actions:

- a. Prepare and submit a specific plan that includes each deficiency modified to their contract with 17-20 funds that has not been completed and vouchered. The plan should be submitted via the CRA Funding website "Other Submissions" by March 20, 2020.

- b. If any deficiencies are funded with already expired 16-19 funds, they must be included in the plan. These deficiencies funded with 16-19 funds must be completed and vouchered prior to the end of the contract period of performance or these funds will be forfeited.
- c. Update the FNC website by March 20, 2020 to reflect the current status of each FNC deficiency.
- d. Notify their regional COR if they are unable to complete the work AND submit vouchers by March 30, 2020 for deficiencies funded with 17-20 CRA money. These funds will be de-obligated.

Regional Directors must take the below actions:

- a. Review the center plans by April 3, 2020.
 - b. Prepare de-obligation modifications as applicable by April 17, 2020. If a center contract has already expired, reconcile and prepare the de-obligation modification by April 17, 2020.
 - c. If any deficiencies with 16-19 funds are still on a center contract, these must be completed and vouchered as soon as possible or risk forfeiture.
4. Expiration Date. Until superseded. This notice supersedes PIN 18-05 dated April 15, 2019.
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 February 24, 2020.

**Boston Region
CRA Balances by Contract, by Fund Code as of February 24, 2020**

Center	Contractor	Contract Number	Start	End	1619BD	1720BD	1821BD	Grand Total
Cassadaga	Career Systems Development Corp	1630J18C0004	03/01/18	02/28/23		94,217.00	44,560.00	98,777.00
Delaware Valley	Adams And Associates, Inc.	1630J18C0002	02/01/18	01/31/23			336,775.00	336,775.00
Edison	Management & Training Corp	1630J18C0007	07/01/18	06/30/23		331.00	441,254.00	441,585.00
Exeter	Adams And Associates, Inc.	DOLETA16C0054	06/01/16	05/31/21			132,060.00	132,060.00
Glenmont	Adams And Associates, Inc.	1630J19C0003	01/01/19	12/31/23			224,037.00	224,037.00
Grafton	Adams And Associates, Inc.	1630J19C0006	01/01/19	12/31/23			437,010.00	437,010.00
Hartford	Management & Training Corp	1630J17C0001	06/01/18	05/31/23		20,000.00		20,000.00
Iroquois	Career Systems Development Corp	1630J17C0003	08/01/17	07/31/22		31,254.00	180,249.00	211,503.00
Loring	Career Systems Development Corp	DOLETA16C0118	11/01/16	10/31/21		21,666.00	5,629.00	27,295.00
New Hampshire	Adams And Associates, Inc.	DOLETA15C0026	04/01/15	03/31/20		13,169.00	152,266.00	165,435.00
New Haven	Serrato Corporation	1630J19C0002	12/01/18	11/30/23			65,860.00	65,860.00
Northlands	Foxmar, Inc.	1630J18C0005	06/01/18	05/31/23		1.00	141,766.00	141,766.00
Oneonta	Foxmar, Inc.	DOLETA17C0014	12/01/16	11/30/21		102,639.00	110,551.00	213,190.00
Penobscot	Career Systems Development Corp	1630J19C0004	01/01/19	12/31/23			56,654.00	56,654.00
Penobscot	Career Systems Development Corp	DOLETA16C0078	07/01/16	12/31/18		5,866.00		5,866.00
Puerto Rico Center(S)	Res-Care, Inc.	1630J19C0008	03/01/19	02/28/23			39,831.00	39,831.00
Shiriver	Alternate Perspectives Inc	DOLETA15C0063	12/01/16	11/30/21		218,325.00	105,468.00	323,793.00
South Bronx/S. Bronx	Management & Training Corp	1630J18C0003	04/01/18	03/31/23		74,661.00	476,484.00	551,145.00
Westover	Alternate Perspectives Inc	1630J18C0008	09/01/18	08/31/23		28,927.00	417,789.00	446,716.00
						571,075.00	3,368,242.00	3,939,320.00

Philadelphia Region
CRA Balances by Contract, by Fund Code as of February 24, 2020

Center	Contractor	Contract Number	Start	End	1619BD	1720BD	1821BD	Grand Total
Blue Ridge	Serrato Corporation	1630J217C0001	04/01/17	03/31/22	-	48,528.38	41,108.00	89,636.38
Charleston	Horizons Youth Services, L.C.	1630J218C0006	01/01/18	12/31/22	-	14,730.00	47,376.00	62,106.00
Earle Clements	Management & Training Corp	1630J217C0006	04/01/17	11/31/17	-	4,662.00	-	4,662.00
Earle Clements	Management & Training Corp	1630J218C0008	02/01/18	01/31/19	-	8,756.00	-	8,756.00
Earle Clements	Management & Training Corp	1630J219C0001	02/01/19	01/31/24	-	-	510,008.00	510,008.00
Keystone	Adams And Associates, Inc.	DOLETA17C0005	12/01/16	11/30/21	-	5,867.00	218,813.00	224,680.00
Muhlenberg	Insights Training Group, Llc	DOLETA17C0034	02/01/17	01/31/22	11,518.00	45,590.00	27,475.00	84,583.00
Old Dominion	Odie Management Group, L.L.C.	DOLETA17C0019	01/01/17	12/31/21	-	55,518.00	57,459.00	112,977.00
Perkins	Insights Training Group, Lic	1630J217C0005	04/01/17	03/31/22	-	7,570.00	26,910.00	34,480.00
Philadelphia	Management & Training Corp	DOLETA17C0035	02/01/17	01/31/22	9,473.00	1,227.00	-	10,700.00
Pittsburgh	Odie Management Group, L.L.C.	DOLETA16C0052	06/01/16	05/31/21	9,309.00	-	44,000.00	53,309.00
Potomac	Exceed Corporation	DOLETA17C0006	11/01/16	10/31/21	-	-	478,348.63	478,348.63
Red Rock	Res-Care, Inc.	DOLETA17C0030	02/01/17	01/31/22	-	110,394.00	245,128.00	355,522.00
Whitney Young	Horizons Youth Services, L.C.	1630J217C0008	01/01/18	12/31/22	15,100.00	-	497,391.00	497,391.00
Wilmington	Management & Training Corp	DOLETA17C0036	02/01/17	01/31/22	-	148,680.00	-	148,680.00
Woodland	Adams And Associates, Inc.	DOLETA16C0005	11/01/15	12/31/18	-	-	127,120.00	127,120.00
Woodland	Minact Inc	1630J219F00001	01/01/19	06/30/20	-	502,327.00	56,057.00	558,384.00
Woodstock	Adams And Associates, Inc.	DOLETA17C0037	02/01/17	03/31/19	-	-	323,963.00	323,963.00
Woodstock	Management & Training Corp	1630J219C0003	10/01/19	09/30/24	-	-	251,346.00	251,346.00
Woodstock	Management & Training Corp	1630J219F00002	04/01/19	09/30/19	45,460.00	953,849.38	2,952,503.63	3,951,753.01

**Atlanta Region
CRA Balances by Contract, by Fund Code as of February 24, 2020**

Center	Contractor	Contract Number	Start	End	1619BD	1720BD	1821BD	Grand Total
Bamberg	Alutiq Education & Training, Llc	1630J317C0001	02/01/17	07/31/18	-	7,343.00	-	7,343.00
Bamberg	Heritage Services Corporation	1630J318C0002	08/01/18	07/31/23	-	-	49,566.40	49,566.40
Benjamin Hooks	Minact Inc	DOLETA15C0078	09/01/15	08/31/20	-	57,251.07	16,003.00	73,254.07
Brunswick	Management & Training Corp	1630J317C0006	07/01/17	06/30/22	-	278,089.96	33,801.00	311,890.96
Finch-Henry	Dynamic Ed Systems, Inc.	1630J317T00001	09/01/17	06/30/19	-	30,730.00	-	30,730.00
Finch-Henry	Serrato Corporation	1630J319C0002	03/01/19	02/29/24	-	-	115,262.00	115,262.00
Gadsden	Alutiq Education & Training, Llc	DOLETA17C0029	12/01/16	11/30/18	-	22,223.73	-	22,223.73
Gadsden	Chugach Training And Ed. Solutions	1630J319C0001	12/01/18	11/30/23	-	-	50,000.00	50,000.00
Gulfpport	Minact Inc	DOLETA15C0046	07/01/15	06/30/20	6,094.00	6,825.00	-	12,719.00
Jacksonville	Chugach Education Services, Inc.	DOLETA16C0089	08/01/16	03/31/18	-	94,362.00	-	94,362.00
Jacksonville	Heritage Services Corporation	1630J318C0001	08/13/18	05/31/23	-	21,512.44	103,625.00	125,137.44
Kittrell	Adams And Associates, Inc.	1630J319C0003	08/01/19	07/31/24	-	-	234,419.00	234,419.00
Kittrell	Adams And Associates, Inc.	DOLJ121A21868	08/01/14	07/31/19	-	91,303.00	13,895.00	105,198.00
Miami	Adams And Associates, Inc.	1630J317C0008	11/01/17	10/31/22	-	-	568,102.00	568,102.00
Mississippi	Fluor Federal Solutions, Llc	DOLETA16C0032	03/01/17	12/06/19	-	23,450.61	268,750.00	292,200.61
Montgomery	Alutiq Education & Training, Llc	DOLETA15C0066	08/01/15	07/31/20	-	35,720.80	29,415.00	65,135.80
Pineallas	Odle Management Group, L.L.C.	DOLETA17C0010	12/01/16	11/30/21	14,046.00	-	22,773.00	36,819.00
Turner	Management & Training Corp	1630J317C0002	04/01/17	03/31/22	-	206,647.00	126,320.78	332,967.78
					20,140.00	875,258.61	1,631,932.18	2,527,330.79

**Chicago Region
CRA Balances by Contract, by Fund Code as of February 24, 2020**

Center	Contractor	Contract Number	Start	End	1619BD	1720BD	1821BD	Grand Total
Atterbury	Management & Training Corp	1630J519C0001	08/01/19	07/31/24			63,412.00	63,412.00
Atterbury	Adams And Associates, Inc.	1630J518C0002	12/01/17	07/31/19		138,380.00	3,042.00	141,422.00
Cincinnati	Management & Training Corp	1630J517C0007	10/01/17	05/31/18		235.00		235.00
Cincinnati	Serrato Corporation	1630J518C0008	06/01/18	05/31/23		242,478.00	97,910.00	340,388.00
Cleveland	Serrato Corporation	1630J517C0005	08/01/17	07/31/18		64,743.00		64,743.00
Cleveland	Serrato Corporation	1630J518C0014	08/01/18	07/31/23		34,668.00	47,648.00	82,316.00
Dayton	Alutiq Management Services, Llc	DOLETA16C0001	12/01/15	11/30/20	4,075.00	165,505.00	71,193.00	240,773.00
Denison	Minact Inc	1630DC17C0014	07/01/17	06/30/22		124,177.00	41,128.00	165,305.00
Detroit	Alutiq Education & Training, Llc	DOLETA15C0014	12/01/14	03/31/20	41.00	67,788.00	170,986.00	238,815.00
Excelsior Springs	Minact Inc	1630J518C0010	06/01/18	05/31/23		25,295.00	67,975.00	93,270.00
Excelsior Springs	Minact Inc	DOLJ12RA00044	10/01/12	05/31/18	-	133,577.00	133,577.00	133,577.00
Flint Genessee	Adams And Associates, Inc.	1630J519F00001	01/01/19	06/30/20			106,781.00	106,781.00
Flint Genessee	Alutiq Professional Services Llc	1630J518C0006	04/01/18	12/31/18		20,000.00		20,000.00
Flint Hills	Serrato Corporation	1630DC17C0010	06/01/17	05/31/22	-	28,315.00	295,872.00	324,187.00
Gerald Ford	Human Learning Systems, Llc	1630J518C0013	09/01/18	08/31/23		140,041.62		140,041.62
Gerald Ford	Minact Inc	DOLETA16C0101	09/01/16	02/28/18	-	10,026.00		10,026.00
Hubert Humphrey	Management & Training Corp	DOLETA16C0028	03/01/16	02/28/21	-	28,773.00	272,495.00	301,268.00
Joliet	Adams And Associates, Inc.	1630DC17C0015	06/01/17	05/31/22			261,125.00	261,125.00
Milwaukee	Minact Inc	1630J517C0006	10/01/17	11/30/18		30,000.00		30,000.00
Milwaukee	Minact Inc	DOLETA16C0026	01/01/16	09/30/17		5,000.00		5,000.00
Milwaukee	Res-Care, Inc.	1630J519C0002	12/01/18	11/30/23			18,731.00	18,731.00
Ottumwa	Career Systems Development Corp	1630J518C0009	06/01/18	05/31/23		25,324.00		25,324.00
Paul Simon	Chugach Education Services, Inc.	1630J518C0004	05/01/18	04/30/23		1,391.00	107,055.00	108,447.00
Paul Simon	Management & Training Corp	1630J517C0004	08/01/17	04/30/18		7,502.00		7,502.00
St. Louis	Management & Training Corp	1630J519C0003	10/01/19	09/30/24			30,000.00	30,000.00
St. Louis	Adams And Associates, Inc.	1630J518C0004	06/30/19	09/30/19	122.00		21,046.00	21,046.00
St. Louis	Adams And Associates, Inc.	DOLETA15C0081	10/02/15	06/29/19		30,000.00	54,968.00	85,090.00
					4,238.00	1,323,218.62	1,731,368.00	3,058,824.62

**Dallas Region
CRA Balances by Contract, by Fund Code as of February 24, 2020**

Center	Contractor	Contract Number	Start	End	1619BD	1720BD	1821BD	Grand Total
Albuquerque	Alutiq Management Services, Lic	1630J417C0005	04/01/17	03/31/20	33,302.00	-	208,312.00	241,614.00
Burdick	Jackson Pierce Public Affairs, Inc.	DOLETA17C0013	12/01/16	11/30/21	-	-	138,451.00	138,451.00
Carrasco	Odlie Management Group, L.L.C.	DOLETA17C0022	05/01/17	04/30/22	-	24,112.00	-	24,112.00
Carville	Paradigmworks Group, Inc.	DOLETA17C0003	11/01/16	10/31/19	-	-	107,052.00	107,052.00
Clearfield	Management & Training Corp	1630J417C0009	07/01/17	06/30/22	-	-	139,573.00	139,573.00
Gary	Management & Training Corp	DOLETA16C0049	05/01/16	04/30/18	-	198.00	-	198.00
Gary	Res-Care, Inc.	1630J418F00001	05/01/18	03/31/19	-	117,253.00	165,623.00	282,876.00
Gary	Adams And Associates, Inc.	1630J418C0001	04/01/19	03/31/24	-	-	268,917.00	268,917.00
Guthrie	Career Systems Development Corp	1630J417C0008	02/01/18	01/31/23	-	-	225,320.00	225,320.00
Kicking Horse	Confederated Salish & Kootenai Tribes	1630J417C0002	03/01/17	09/03/19	-	4,163.00	100,304.00	104,467.00
Laredo	Career Systems Development Corp	DOLETA16C0048	08/01/16	07/31/21	-	-	71,350.00	71,350.00
Little Rock	Odlie Management Group, L.L.C.	DOLETA16C0084	08/01/16	07/31/21	-	41,176.00	120,218.00	161,394.00
New Orleans	Odlie Management Group, L.L.C.	1630DC17H0007	06/01/17	05/31/22	-	5,911.00	-	5,911.00
North Texas	Horizons Youth Services, L.C.	1630J417C0007	06/01/17	05/31/20	-	-	255,552.00	255,552.00
Roswell	Alutiq Management Services, Lic	1630J417C0001	03/01/17	02/29/20	-	119,293.00	7,356.00	126,649.00
Shreveport	Minact Inc	1630J417C0006	05/01/17	04/30/22	-	-	343,173.00	343,173.00
Talking Leaves	The Cherokee Nation	1630J419C0001	03/01/19	02/29/24	-	-	155,322.00	155,322.00
Talking Leaves	The Cherokee Nation	DOLJ141A22168	12/01/13	02/28/19	-	84,940.45	-	84,940.45
Tulsa	Odlie Management Group, L.L.C.	1630J417C0003	07/01/17	06/30/22	-	-	62,834.00	62,834.00
Wind River	Management & Training Corp	DOLETA15C0042	05/01/15	04/30/20	33,302.00	478,537.45	21,173.00	102,664.00
					33,302.00	478,537.45	2,390,530.00	2,902,969.45

**San Francisco Region
CRA Balances by Contract, by Fund Code as of February 24, 2020**

Center	Contractor	Contract Number	Start	End	1619BD	1720BD	1821BD	Grand Total
Acosta	Adams And Associates, Inc.	DOLETA15H0013	07/01/15	06/30/16			34,720.00	34,720.00
Acosta	Human Learning Systems, Llc	DOLETA16H0009	12/01/16	11/30/21			37,012.00	37,012.00
Alaska	Chugach Education Services, Inc.	DOLJ12SA00012	09/01/13	12/31/18				33,800.00
Alaska	Chugach Training & Edl Solutions, Llc	1630J619C0001	01/01/19	12/31/23		33,800.00		33,800.00
Cascades	Adams And Associates, Inc.	DOLETA16H001D	07/01/16	06/30/21			72,463.30	72,463.30
Hawaii	Management & Training Corp	1630DC17H0002	05/01/17	04/30/22		268,770.00		268,770.00
Inland Empire	Chugach Education Services, Inc.	1630DC17H0003	04/07/17	04/06/22		22,608.00		22,608.00
Long Beach	Odle Management Group, L.L.C.	DOLETA16H0004	11/01/15	10/31/20		106,729.00		106,729.00
Los Angeles	Management & Training Corp	1630DC17H0005	04/01/19	03/31/24		15,520.00		15,520.00
Los Angeles	Young Women'S Christian Association	1630J618C0002	02/01/18	07/31/18		763.00		763.00
Los Angeles	Young Women'S Christian Association	1630J618C0004	08/01/18	03/31/19				
Phoenix	Education Management Corporation	1630J618C0001	01/01/18	09/30/19		1.00		1.00
Phoenix	Odle Management Group, L.L.C.	1630J619C0005	10/01/19	03/31/21			56,677.00	56,677.00
Sacramento	Career Systems Development Corp	1630J619C0003	03/01/19	08/30/19			67,797.00	67,797.00
Sacramento	Career Systems Development Corp	1630J619C0006	03/01/19	08/30/19			135,057.00	135,057.00
San Diego	Career Systems Development Corp	DOLJ14SA00004	11/01/19	10/31/24			50,000.00	50,000.00
San Diego	Career Systems Development Corp	1630J619C0004	04/01/14	09/30/19		358,096.00		358,096.00
San Jose	Career Systems Development Corp	DOLETA16H0006	01/01/16	12/31/20			51,842.00	51,842.00
Sierra Nevada	Management & Training Corp	1630DC17C0013	09/01/17	05/31/22		39,936.00		39,936.00
Springdale	Chugach Education Services, Inc.	DOLETA15H0008	04/01/15	03/31/20	313.00		121,817.00	122,130.00
Treasure Island	Adams And Associates, Inc.	DOLETA15H0013	08/01/15	07/31/20		11,534.00		11,534.00
					313.00	858,787.00	1,941,772.30	2,800,842.30