

<b>II. Program-Specific Recovery Plan for Recovery.gov (Q 2.8 of Guidance)</b>	
<b>DOL Agency MAX ID and name: Employment and Training Administration (ETA)</b>	
<b>Recovery Program: Job Corps</b>	
Does this program align with an existing CFDA program?	No
<b>1. Objectives:</b>	
Program Purpose	Job Corps seeks to improve the educational achievements of the program's students and increase participation of its graduates in employment and education. Job Corps is a primarily residential program that offers intensive educational and vocational training for economically disadvantaged youth ages 16 through 24 who often face multiple barriers to gainful employment.
Public Benefits	<p>Job Corps centers provide individually tailored services to help students achieve the skills and credentials required to be successful, productive citizens and to obtain work opportunities that lead to long-term employment.</p> <p>Job Corps is the nation's largest residential and educational training program for economically challenged youth, ages 16 through 24. Job Corps operates 2,412 buildings (approximately 24.8 million square feet). The residential component enables Job Corps to provide, in an integrated manner, a comprehensive array of services in one setting 24 hours a day, 7 days a week. Job Corps is unique in terms of its intensive residential model and exclusive focus on disadvantaged youth. This program provides career counseling, technical skills and academic training, social education, and other support services, such as housing, transportation and family support resources to more than 60,000 individuals at 123 centers nationwide.</p> <p>The primary focus of Recovery Act funding provided to Job Corps is for the construction, rehabilitation and acquisition of Job Corps centers. The benefits to the public are the jobs and economic stimulation resulting from the initiation of over 80 shovel-ready projects. The benefits to Job Corps students will be improved facilities that will serve to enhance their learning experience while at a Job Corps center.</p>
<b>2. Projects and Activities:</b>	
Kinds and scope of projects and activities to be performed	<p>The Recovery Act provides \$250,000,000 for Job Corps for the following activities: (1) construction, rehabilitation, and acquisition of Job Corps centers; (2) operational needs; and (3) administration. Job Corps will invest the funding as follows:</p> <ul style="list-style-type: none"> <li>• Construction: \$211,646,333 (85 percent)</li> <li>• Operational Needs: \$35,853,667 (14 percent)</li> <li>• Administration: \$2,500,000 (1 percent)</li> </ul> <p>Additional information on each of these three areas immediately follows.</p>

Construction	To create jobs and stimulate economic activity across the nation through construction and rehabilitation of Job Corps centers, Job Corps is utilizing Recovery Act funds for over 80 shovel-ready projects. Job Corps has more construction and rehabilitation projects than it can fund at any one time. In deciding which projects to fund with Recovery Act monies, Job Corps utilized information from a number of sources. The facilities surveys, done at each center every three years by the Architectural and Engineering Contractor, were used to identify projects rated according to importance to mission, health and safety concerns, and regulatory (environmental, accessibility) requirements. Projects that could be started quickly were identified. A cost analysis was conducted to help determine how many projects could be funded. Center operators and Federal regional staff provided input to rate the greatest needs from their perspectives. Finally, as part of the overall prioritization process, in accordance with the intent of the Recovery Act, unemployment rates in various parts of the country were also considered. Job Corps is in the process of modifying existing competitively awarded contracts and soliciting small-business and competitive bids to do the construction work.
Operational Needs	To support the Administration's priority of environmental stewardship through the development of green-collar job training and the incorporation of energy-efficient practices in Job Corps facilities and center culture, Job Corps is using Recovery Act funds to enhance and develop green-collar job training for careers in the automotive, construction and manufacturing industries and to further the incorporation of energy-efficient practices in the centers.
Administration	Job Corps has used Recovery Act funds to hire nine Federal staff under temporary appointments. The temporary hiring has not established new full-time employee (FTE) levels; the appointments are expected to remain on staff until September 30, 2010. The additional staff supplements current staff in performing necessary contract oversight and monitoring functions so that Job Corps can ensure that it successfully implements, monitors, and reports on all Recovery Act-funded activities. Staff has been hired in the National Office and in each Regional Office (San Francisco, Dallas, Chicago, Atlanta, Philadelphia, and Boston).
<b>3. Characteristics:</b>	
Types of Financial Awards to be used.	Contracts
Type of Recipient	Profit Organization
Type of Beneficiary	Federal; Youth (16-24); Individual
<b>4. Major Planned Program Milestones:</b>	
Job Corps is using Recovery Act funds for construction, operational needs, and administration. Job Corps is funding over 80 shovel-ready construction projects with Recovery Act funds. Job Corps is using Recovery Act funds to enhance and develop green-collar job training and the incorporation of energy-efficient practices in Job Corps facilities and center culture. Job Corps is also using Recovery Act funds to supplement staff to ensure general accountability, oversight and efficient administration of Recovery Act funding.	
ARRA Funding Obligation	Job Corps is aiming to obligate 100% of ARRA funding by June 30, 2010.
	Expected Completion Date: June 30, 2010

Construction of New Iowa Job Corps Center – Ottumwa, IA	Job Corps awarded a construction contract for the new Job Corps Center in Ottumwa, IA. Construction activities commenced in July 2009.
	Expected Completion Date: March 31, 2011
Dorms Construction at St. Louis Job Corps Center – St. Louis, MO	Job Corps awarded a construction contract for three new dorms at the Job Corps Center in St. Louis, IL. Construction activities commenced in October 2009.
	Expected Completion Date: May 2011
Construction and Renovation of Gerald Ford Job Corps Center – Grand Rapids, MI	Job Corps awarded a construction contract for the renovation of the Gerald Ford Job Corps Center in Grand Rapids, MI. Construction activities commence January 2010.
	Expected Completion Date: September 30, 2011
Leasing and Renovation in Los Angeles, CA	Job Corps awarded a lease for approximately 110,000 square feet of building space in the central business district of Los Angeles, CA, to serve multiple uses as part of an existing Job Corps center. The lease has a direct result in construction activities that commenced June 2009.
	Expected Completion Date: November 30, 2012

**5. Monitoring and Evaluation:**

The Department’s Office of Acquisition Management Services (OAMS) handles contracting functions for Job Corps. OAMS continues to ensure that funds are awarded in accordance with the Office of Management and Budget’s and other applicable guidance. All construction projects, including those funded by the Recovery Act, are monitored by National Office facilities staff, along with engineering support contractors, and by regional project managers. Site visits are conducted throughout the project to ensure conformance with specifications, substantial progress in accordance with the schedule, and adequate safety protections. Invoices and vouchers are thoroughly reviewed prior to payment. Project status is reported through a Web-based management system which tracks all of the funded projects.

Likewise, operational projects are also monitored by National Office and Regional Office staff and project managers. Site visits are conducted throughout the project to ensure conformance with statements of work and the project schedule, and invoices and vouchers are thoroughly reviewed prior to payment. Regional Office staff monitors the performance of contractors. Monitoring functions include both a fiscal and a performance review. Over a one-year period all six Regional Offices received specialized training on monitoring contractor performance of financial management and cost reporting, data integrity, and asset management. In 2004, Job Corps implemented new data integrity procedures which require Regional Offices to utilize targeted samples (highlighting where error or manipulation may have occurred) for audit review conducted in conjunction with on-site assessments. When Regional Offices find that Center operators have not complied with contractual obligations, liquidated damages are identified and assessed. ETA also monitors and reviews quarterly Recovery Act recipient reports required under Section 1512, available on [Federalreporting.gov](http://Federalreporting.gov).

The Department’s Office of Inspector General identifies the Top Management Challenges for the agencies and program to pursue and correct. A cornerstone of the Job Corps program is removing students from unsafe environments and placing them in a safe residential training program. Unsafe conditions resulting from inadequate maintenance adversely impacts the overall success of the Job Corps program. Therefore, Architectural and Engineering Contractors conduct existing facility surveys and assessments of the Job Corps Centers to identify deficiencies,

make a complete analysis of building condition and replacement or rehabilitation needs, and establish long-range plans for future center development. One third of all Job Corps centers are surveyed each year by a team from the Engineering Support contractor. In addition, each center has a Project Manager assigned from the Engineering Support contractor who is responsible for making periodic visits to check on the physical condition of the center and to review any construction projects in progress.	
<b>6. Measures:</b>	
Measure Text	Facility Condition Index (FCI)
Measure Type	Efficiency
Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Percentage
Explanation of Measure	<p>Facility Condition Index (FCI) is a general measure of facility condition at a specific point in time. It is reported using a “percent condition” on a scale of 0% to 100% and is a general measure of repair needs to the replacement value. For example, a “score” of 100% would indicate that the current cumulative property value of Job Corps properties equals the cumulative replacement value; therefore, no repair needs exist at any facility.</p> <p>To improve the management of its real property, the Office of Job Corps has established a goal of improving facility condition index by reducing its repair backlog. The backlog consists of repair needs identified during the facility survey reviews, and renovation needs to accommodate changes in a Job Corps Center’s curriculum (e.g., adding an automotive repair program might necessitate building a structure to be used as a garage). The FCI is the widely accepted standard used in the property management industry. The Office of Job Corps has embarked on a goal of achieving an FCI of 0.923 or greater for all constructed assets by the end of Fiscal Year 2011, but will revise this to 0.928 as a result of the Recovery Act funding for Job Corps.</p> <p>The actual listed below is from the Engineering Support Contractor Information System, PY 2009 Q2.</p>
Year	2009
Original Program Target	92.3%
Revised Full Program Target	92.8%
Targeted ARRA Increment	0.5%
Actual	92.7%
Goal Lead	Ralph DiBattista, Deputy National Director
Measure Text	Procurement Risk Analysis (Historic Preservation Review)
Measure Type	Output
Measure Frequency	Once
Direction of Measure	Decreasing
Unit of Measure	Days

Explanation of Measure	<p>Failure to conduct a Historic Preservation Review expeditiously will have a negative impact on Recovery Act expenditures. When an historic structure is included in a construction project, identify the most expeditious path to ensure the Historic Preservation Review does not delay the expenditure of Stimulus Funds by conducting a procurement risk analysis. Job Corps will work with local Historic Preservation Board to expedite the review process.</p> <p>Job Corps reserves a 60 day Procurement Factor of Safety to execute a procurement action. If an ARRA Project Schedule is delayed as the result of a Historic Preservation Review, preventing the funding from meeting obligation target, Job Corps will analyze other shovel ready projects to determine the best use to reprogram the funds and review if an alternate funding source is available to the originally scheduled project. Namely:</p> <ol style="list-style-type: none"> <li>1. If the Procurement Risk Analysis result is greater than 60 days based on the ARRA Obligation Goal of June 30, 2010, Job Corps will pursue the project as an ARRA project.</li> <li>2. If the Procurement Risk Analysis result is less than 60 days based on the ARRA Obligation Goal of June 30, 2010, Job Corps will reprogram the ARRA funds and use alternate funds to pursue the original project.</li> </ol> <p>Available Procurement Time (Current Day – June 30, 2010) – Project Specific Procurement Time (Historical Preservation Resolution Time + Procurement Time (Scope through Award)) = Procurement Factor of Safety in Days.</p>
Year	2009
Original Program Target	N/A
Revised Full Program Target	N/A
Targeted ARRA Increment	N/A
Actual	TBD
Goal Lead	Ralph DiBattista, Deputy National Director
Measure Text	Procurement Risk Analysis (NEPA)
Measure Type	Output
Measure Frequency	Once
Direction of Measure	Decreasing
Unit of Measure	Days
Explanation of Measure	<p>Failure to conduct a National Environmental Policy Act (NEPA) review expeditiously will have a negative impact on Recovery Act expenditures. When an environmental review is necessary, identify the most expeditious path to ensure the NEPA study does not delay the expenditure of Stimulus Funds by conducting a procurement risk analysis.</p> <p>Job Corps reserves a 60 day Procurement Factor of Safety to execute a procurement action. If an ARRA Project Schedule is delayed as the result of a NEPA review, preventing the funding from meeting obligation</p>

	<p>target, Job Corps will analyze other shovel ready projects to determine the best use to reprogram the funds and review if an alternate funding source is available to the originally scheduled project. Namely:</p> <ol style="list-style-type: none"> <li>1. If the Procurement Risk Analysis result is greater than 60 days based on the ARRA Obligation Goal of June 30, 2010, Job Corps will pursue the project as an ARRA project.</li> <li>2. If the Procurement Risk Analysis result is less than 60 days based on the ARRA Obligation Goal of June 30, 2010, Job Corps will reprogram the ARRA funds and use alternate funds to pursue the original project.</li> </ol> <p>Available Procurement Time (Current Day – June 30, 2010) – Project Specific Procurement Time (NEPA Resolution Time + Procurement Time (Scope through Award)) = Procurement Factor of Safety in Days.</p>
Year	2009
Original Program Target	N/A
Revised Full Program Target	N/A
Targeted ARRA Increment	N/A
Actual	TBD
Goal Lead	Ralph DiBattista, Deputy National Director
<b>7. Transparency and Accountability:</b>	
<p>Job Corps is committed to the transparency and accountability principles outlined in the President’s memoranda, the Recovery Act, Office of Management and Budget (OMB) guidance, and DOL directives. Job Corps prepares and submits the following Recovery Act reports:</p> <ul style="list-style-type: none"> <li>• Recovery Act Daily Report (daily)</li> <li>• Major Communications Report (weekly)</li> <li>• Funding Notification Report (weekly)</li> <li>• Weekly Financial and Activity Report (weekly)</li> <li>• Job Corps Recovery Act Performance Plans (monthly)</li> <li>• Council on Environmental Quality / National Environmental Policy Act Report on Compliance (quarterly)</li> </ul> <p>Job Corps solicitations appear in the special “Recovery” section of FedBizOpps.gov per OMB guidance. As information becomes available, Job Corps posts it to DOL.gov and Recovery.gov.</p> <p>The Office of the Inspector General has met with Job Corps leadership and outlined their plans to monitor and audit Job Corps’ Recovery Act activities summarizing their findings in a report issued on March 30, 2010. Job Corps managers are expected to comply with existing evaluation and accountability processes that are part of Job Corps’ management criteria.</p>	
<b>8. Federal Infrastructure Investments:</b>	
<p>The Department is committed to providing Federal leadership in planning, acquiring, site selection, designing, building, operating and maintaining high performance and sustainable buildings. The guiding principles of this initiative are to employ integrated design principles, optimize energy performance, protect and conserve water, enhance indoor environmental quality, and assess all building materials for their durability and their value as a green product to lessen the environmental impact.</p>	

To that end, Job Corps updated its Construction Handbook in 2006 to include guidance for sustainable building design – to reduce both long-term energy usage and maintenance costs. The agency requires that all its new buildings be designed and constructed per Leadership in Energy and Environmental Design or Green Design principles, or other similar high performance sustainability goals. For example, some of the sustainable possibilities for the new center in Milwaukee, Wisconsin, include water conservation through the use of native plants and vegetation to minimize irrigation needs and reducing energy consumption up to 30 percent through the use of geothermal technology – a technique that uses the earth's mass to assist in heating and cooling the buildings. Additionally, Job Corps facilities staff, contractors, and regional program managers inspect construction projects and review invoices.

All Job Corps contractors utilize Life Cycle Cost Analyses for recommendations in making the selection of energy sources, systems and equipment, and building materials. Contractors, at a minimum, must:

- Consider the use of harvested rainwater, treated wastewater and air conditioner condensate and use them, where feasible and allowed, for non-potable and/or potable use.
- To the maximum extent feasible, maintain or restore the predevelopment hydrology of the site with regard to temperature, rate, volume, and duration of flow.
- Use certified sustainable wood products, if these products meet performance requirements and are available at a reasonable cost.
- Provide salvage, reuse and recycling services for at least 50% of waste generated where markets or onsite recycling opportunities exist.
- Evaluate options for the use of energy and water conservation measures in building design, inclusive of solar hot water heating systems, tank-less water heaters, wind energy, biomass, and other measures suitable to the location of construction.

DOL has established the Job Corps Capital Asset Plan to govern the allocation of resources and selection of projects. Job Corps utilizes information from the facilities surveys, done at each center every three years by the Architectural and Engineering Contractor, to identify projects that are rated according to importance to mission, life safety concerns, and regulatory (environmental, accessibility) requirements. Center operators and Federal regional staff provide input to rate the greatest needs from their perspective. Following this prioritization of the projects, a cost analysis is conducted to determine the projects to fund in the program year. The budget is developed, taking into account project costs and benefits, performance measures, needs identified by Job Corps managers, program goals as established by Job Corps National Director and DOL, and other issues (e.g., regulatory, environmentally). Job Corps prepares Exhibit 300s – that incorporate risk analysis, cost benefit analysis, and earned value management for major capital projects – in support of its capital budget request and Capital Asset Plan. The Plan's budget, after approved by Job Corps National Director, is reviewed by the Departmental Budget Center and DOL's Budget Committee (which includes the Real Property Officer, Procurement Executive, and the Chief Financial Officer).

**9. Barriers to Effective Implementation:**

N/A

**10. Environmental Review Compliance:**

Job Corps includes language in all Recovery Act-related construction contracts requiring compliance with National Environmental Policy Act, National Historic Preservation Act, and related statutes. This is not a new requirement; there are environmental compliance requirements associated with all Federally-funded construction projects. All new construction contracts, as required in the Job Corps Handbook for Construction (JCH-814), include the guidance for implementation of a sustainable building design which reduces both long term energy usage and maintenance costs. Job Corps facilities staff, contractors, and regional program managers inspect construction projects and monitor compliance. Job Corps participates with the rest of DOL in the Government-wide Greening the Government Energy Management program and

reports activities associated with these efforts, including promoting the use of renewable energy, reducing water consumption, promoting sustainable environmental practices. Job Corps helps to ensure that the Department's major building construction and renovation projects are in line with the Department's commitment to designing, locating, constructing, maintaining, and operating its facilities in an energy efficient and sustainable manner. For further information on the Department of Labor Greening the Government Program, please visit <http://labornet.dol.gov/html/DOL-Greening-the-Govt-Program.htm>.