MEMORANDUM OF UNDERSTANDING
BETWEEN
DIRECTOR OF JOB CORPS
AND
DIRECTOR OF THE UNITED STATES EMPLOYMENT SERVICE
UNITED STATES DEPARTMENT OF LABOR
EMPLOYMENT AND TRAINING ADMINISTRATION

The Director of the United States Employment Service (USES) and the Director of the Office of Job Corps (OJC) agree that the successful implementation and operation of the Work Opportunity Tax Credit (WOTC) Program can be of significant benefit to those students who participate in the Job Corps Program. Under the WOTC, employers are given an incentive, a tax credit, for hiring Job Corps students who are members of a targeted group designated in section 1201 of Subtitle B of the Small Business Job Protection Act of 1996 (P.L. 104-188). As a condition of claiming the tax credit, the WOTC requires that the employer employ the eligible Job Corps student for at least 180 days or until 400 hours of work have been completed. This retention requirement is consistent and supportive of Job Corps' goal to secure long-term, stable employment for its students so they can improve skills and earning potential. To this end, both Offices commit themselves to active cooperation and coordination and fulfillment of the following provisions:

1. The USES will involve the OJC in the development of WOTC policy affecting all aspects of Program implementation, operation and administration. The OJC commits to full cooperation and the expeditious handling of requests for input in this regard.

2. All Job Corps Centers are officially recognized as "Participating Agencies/Programs," thereby eliminating the need for written agreements between individual Job Corps Centers and the "designated local agency," State Employment Security Agencies (SESAs), in order to participate in the Work Opportunity Tax Credit Program and Conditional Certification process.

3. The authority provided to Job Corps Centers by this Agreement extends to all seven target groups cited in the legislation.

4. Participating Job Corps Centers must complete appropriate sections of the Conditional Certification Form, ETA-9062, and maintain the original on file at the center. Centers are also required to obtain and keep on file documentation supporting target group eligibility as specified in the ETA WOTC Handbook. Job Corps centers are not required to

complete the Individual Characteristics Form, ETA-9061.

Because SESAs may contact Job Corps centers to verify student eligibility and request a copy of supporting documentation, Job Corps centers will establish filing procedures that make it easy to retrieve the documentation relied upon in issuing a Conditional Certification. This documentation must be maintained in such a way that it is easily associated with each Conditional Certification issued.

5. State Employment Security Agencies, also referred to as the "designated local agency," in 29 U.S.C. § 51, are the only statutorily prescribed entity authorized to issue WOTC Certifications. As such, SESAs have the final determination regarding what constitutes valid and acceptable supporting documentation. However, SESAs must accept the type of documentation indicated in the ETA WOTC Handbook, and may not require additional documentation that sets a higher standard of proof of eligibility.

The undersigned hereby agree that this document represents the understanding between them.

John R. Beverly, III	Mary H. Silva
JOHN R. BEVERLY, III	MARY H. SILVA
1/10/97	1/10/97
Date	Date
Director, United States Employment Service, United States Department of Labor	Director of Job Corps, United States Department of Labor

WOTC Target Group Codes
(To be used by Job Corps Centers When Completing Item No. 11 of the Conditional Certification Form, ETA-9062)

WOTC Target Group	CODE
High-Risk Youth	1
Qualified IV-A Recipient	2
Qualified Food Stamp Recipient	3
Vocational Rehabilitation Referral	4
Qualified Veteran	5
Qualified Ex-Felon	6

Job Corps Center Initiating Agency Codes
(Each Center will Record their Code in Item No. 1 of the WOTC Conditional Certification Form, ETA-9062)

JC-010100 Grafton Job Corps Center P.O. Box 575 191 Westboro Road North Grafton, MA 01536 508 839-9529	JC-020300 Cassadaga Job Corps Center Glasgow Road Cassadaga, NY 14718-9606 716 595-8760	JC-021100 South Bronx Job Corps Center 1771 Andrews Ave Bronx, NY 10453-6803 718 731-7700
JC-010200 Northlands Job Corps Center 100 Macdonough Drive Vergennes, VT 05491 802 877-2925	JC-020400 Delaware Valley Job Corps Center P.O. Box 846 Callicoon, NY 12723-0846 914 887-5400	JC-030100 Blue Ridge Job Corps Center P.O. Box 425 Marion, VA 24354 703 783-7221
JC-010300 Penobscot Job Corps Center 1375 Union Street Bangor, ME 04401 207 990-3000	JC-020500 Edison Job Corps Center 500 Plainfield Ave Edison, NJ 08817-2587 908 985-4800	JC-030200 Charleston Job Corps Center Virginia and Summers Streets Charleston, WV 25301 304 344-4041
JC-010400 Westover Job Corps Center 103 Johnson Road Chicopee, MA 01020 413 593-5731	JC-020600 Gateway Job Corps Center Gateway Nat'l Recreation Area Floyd Bennett Field Bldg.#129 Brooklyn, NY 11234-7017 718 338-4370	JC-030400 Flatwoods Job Corps Center Route 1, Box 211 Coeburn, VA 24230 800 377-8442
JC-010500 Connecticut Job Corps Center 20 Brookside Street New Haven, CT 06525 203 397-3775	JC-020700 Glenmont Job Corps Center P.O. Box 993 Glenmont, NY 12077-0993 518 767-9371	JC-030500 Harpers Ferry Job Corps Center P.O. Box 237 Harpers Ferry, WV 25425 304 725-2011
JC-010600 Loring Job Corps Center RR 1, Box 1727/ Building 5050 Loring AFB Limestone, ME 04750 207 328-4212	JC-020800 Iroquois Job Corps Center 11780 Tibbets Road Medina, NY 14103 716 798-7000	JC-030600 Keystone Job Corps Center P.O. Box 37 Drums, PA 18222 717 788-1164
JC-020100 Arecibo Job Corps Center P.O. Box 544 Garrochales, PR 00652-0540 809 881-2300	JC-020900 Oneonta Job Corps Center BOX 51A, R.D. #4 Oneonta, NY 13820-9325 607 433-2111	JC-030700 Old Dominion Job Corps Center P.O. Box 278 Moaroe, VA 24574 804 929-4081
JC-020200 Barranquitas Job Corps Center P O BOX 68 Barranquitas, PR 00794 809 857-9720	JC-021000 Ramey Job Corps Center P.O. Box 250463 AGUADILLA, PR 00604-0463 809 890-2030	JC-030800 Philadelphia Job Corps Center 4601 Market Street Philadelphia, PA 19139 215 471-9689

JC-030900 Pittsburgh Job Corps Center Highland Drive Pittsburgh, PA 15206 412 441-8700	JC-040500 Carl D.Perkins Job Corps Center Box G-11 Goble Roberts Road Prestonsburg, KY 41653 606 886-1037	JC-041500 Lyndon Johnson Job Corps Center 466 Job Corps Drive Franklin, NC 28734 704 524-4446
JC-031000 Potomac Job Corps Center No.1 D.C.Village Ln, S.W. Washington, DC 20032 202 574-5000	JC-040600 Earl C Clements Job Corps Center 2302 U S. highway 60 E. Morganfield, KY 42437 502 389-2419	JC-041600 Miami Job Corps Center 3050 N.W. 183rd Street Miami, FL 33055 305 626-7800
JC-031100 Red Rock Job Corps Center P.O. Box 218 Lopez, PA 18628 717 477-2221	JC-040700 Frenchburg Job Corps Center HCR 68 - Box 935 Mariba, KY 40345 606 768-2111	JC-041700 Mississippi Job Corps Center P.O. Box 817 Crystal Springs Job Corps Center, MS 39059 601 892-3348
JC-031200 Woodland Job Corps Center 3300 Fort Mead Rd. Laurel, MD 20724 301 725-7900	JC-040800 Gainesville Job Corps Center 5301 N. Waldo Road Gainesville, FL 32601 904 377-2555	JC-041800 Oconaluftee Job Corps Center 200 Park Circle Cherokee, NC 28719 704 497-5411
JC-031300 Woodstock Job Corps Center P.O. Box 300 Randallstown, MD 21133-0395 410 461-1100	JC-040900 Great Onyx Job Corps Center HC 61 Box 341 Mammoth Cave, KY 42259-9801 502 286-4514	JC-041900 Pine Knot Job Corps Center Pine Knot, KY 42635 606 354-2176
JC-040100 Atlanta Job Corps Center 239 W Lake Avenue NW Atlanta, GA 30314 404 794-9512	JC-041000 Gulfport Job Corps Center 3300 20TH Street Gulfport, MS 39501 601.864-9691	JC-042000 Schenck Job Corps Center 98 Schenck Drive P O BOX 98 Pisgah Forest, NC 28768 704 877-3291
JC-040200 Bamberg Job Corps Center P.O. Box 967 Bamberg, SC 29003 803 245-5101	JC-041100 Jacksonville Job Corps Center 205 West Third St Jacksonville, FL 32206 904 353-5904	JC-042100 Turner Job Corps Center 2000 Schilling Ave Albany, GA 31708 912 883-8500
JC-040300 Batesville 821 HIGHWAY 51 SOUTH Batesville, MS 38606 601 563-4656	JC-041200 Jacobs Creek Job Corps Center 984 Denton Valley Road Bristol, TN 37620-1430 615 878-4021	JC-042300 Whitney Young Job Corps Center 8460 Shelbyville Road Simpsonville, KY 40067 502 722-8862
JC-040400 Brunswick Job Corps Center 4401 Glynco Industrial Park Brunswick, GA 31520 912 264-8843	JC-041300 Kittrell Job Corps Center Kittrell College P.O. Box 278 Kittrell, NC 27544 919 438-6161	JC-042400 Gadsden Job Corps Center 600 Valley Street P.O. Box 286 Gadsden, AL 35902 205 547-6222

JC-050100
Atterbury Job Corps Center
P.O. Box 187
Edinburg, IN 46124
812 526-5581

JC-050110
IndyPendence Job Corps Center
17 W. Market Street
Indianapolis, IN 46204
317 684-2555

JC-050200
Blackwell Job Corps Center
Route 1
Laona, WI 54541
715 674-2311

JC-050300
Cincinnati Job Corps Center
1409 Western Avenue
Cincinnati, OH 45214
513 651-2000

JC-050400
Cleveland Job Corps Center
10660 Carnegie Ave
Cleveland, OH 44106
216 795-8700

JC-050500
Dayton Job Corps Center
3849 Germantown Road
Dayton, OH 45418
513 268-6571

JC-050600
Detroit Job Corps Center
10401 E Jefferson Ave
Detroit, MI 48214
313 821-7000

JC-050700
Golconda Job Corps Center
Route 1 Box 104A
Golconda, IL 62938
618 285-6601

JC-050800
Grand Rapids Job Corps Center
110 Hall Street S E
Grand Rapids, MI 49507
616 243-6877

JC-050900
H. Humphrey Job Corps Center
1480 N Snelling Ave
St Paul, MN 55108
612 642-1133

JC-051000
Joliet Job Corps Center
1101 Mills Road
Joliet, IL 60433
815 727-7677

JC-051100
Flint/Genesee Job Corps Center
2400 North Saginaw
Flint, MI 48505
810-238-9775

JC-060100
Albuquerque Job Corps Center
1500 Indian School Road, N.W.
Albuquerque, NM 87104
505 842-6500

JC-060200
Cass Job Corps Center
HC-63 BOX 219
Ozark, AR 72949
501667-3686

JC-060300
David Carrasco Job Corps Center
11155 Gateway West
El Paso, TX 79935
915 594-0022

JC-060400
Gary Job Corps Center
P.O. Box 967
San Marcos, TX 78667
512 396-6652

JC-060500
Guthrie Job Corps Center
3106 W. UNIVERSITY
Guthrie, OK 73044
405 282-9930

JC-060600
Laredo Job Corps Center
101 Island St
P.O. Box 1819
Laredo, TX 78041
210 727-5148

JC-060700
Little Rock Job Corps Center
2020 Vance St
Little Rock, AR 72206
501 376-4600

JC-060800
North Texas Job Corps Center
P.O. Box 8003
1501 N Church Street
McKinney, TX 75069
214 542-2623

JC-060900
New Orleans Job Corps Center
3801 Hollygrove Street
New Orleans, LA 70118
504 486-0641

JC-061000
Ouachita Job Corps Center
570 Job Corps Road
Royal, AR 71968
501 767-2707

JC-061100
Roswell Job Corps Center
P.O. Box 5970
58 G Street
Roswell, NM 88201
505 347-5414

JC-061200
Shreveport Job Corps Center
2815 Lillian Street
Shreveport, LA 71109
318 227-9331

JC-061300
Talking Leaves Job Corps Center
P. O. Box 948
Tehlequah, OK 74465
918 456-9959

JC-061400
Treasure Lake Job Corps Center
Route 1 Box 30
Indiahoma, OK 73552
405 246-3203

JC-061500
Tulsa Job Corps Center
1133 North Lewis Ave
Tulsa, OK 74410
918 585-9111

JC-070100
Denison Job Corps Center
HWY 30 East
P O Box 608
Denison, IA 51442
712 263-4192

JC-070200 Excelsior Spring Job Corps Center 701 St Louis Ave Excelsior Springs, MO 64024 816 630-5501	JC-080500 Kicking Horse Job Corps Center Rural Route 2 Ronan, MT 59864 406 644-2217	JC-090600 San Diego Job Corps Center 1325 Iris Avenue Bldg.60 Imperial Beach, CA 91932 619 429-8500
JC-070300 Mingo Job Corps Center 4253 State Highway T Puxico, MO 63960-9585 573 222-3537	JC-080600 Trapper Creek Job Corps Center 5139 West Fork Road Darby, MT 59829-5139 406 821-3286	JC-090700 San Jose Job Corps Center 3485 East Hills Drive San Jose, CA 95127-2970 408 937-3200
JC-070400 Pine Ridge Job Corps Center HC 75 Box 39-F Chadron, NE 69337 308 432-3316	JC-080700 Weber Basin Job Corps Center 7400 SOUTH CORNIA DRIVE Ogden, UT 84405-9605 801 479-9806	JC-090800 Sierra Nevada Job Corps Center 5005 East Echo Ave Reno, NV 89506 702 972-5627
JC-070500 St Louis Job Corps Center 4333 Goodfellow Blvd St Louis, MO 63120 314 679-6200	JC-080800 Burdick JCC Job Corps Center 1500 University Ave West Minot, ND 58703 701 838-9976	JC-090900 Treasure Island Job Corps Center Building #363-First Floor Treasure Island Station San Francisco, CA 94130-5027 415 362-4436
JC-070600 Flint Hills Job Corps Center 4620 EUREKA DRIVE MANHATTEN, KS 66502 913 537-7222	JC-090100 Hawaii Job Corps Center 41-467 Hihimanu St Wimanalo, HI 96795 808 259-6001	JC-091000 Fred G. Acosta Job Corps Center 901 S Campbell Ave Tucson, AZ 85719 520 792-3015
JC-080100 Anaconda Job Corps Center 1407 Foster Creek Road Anaconda, MT 59711 406 563-3476	JC-090200 Inland Empire Job Corps Center 3173 Kerry Street P O Box 9550 San Bernardino, CA 92427-9550 909 887-6305	JC-100100 Angell Job Corps Center 335 N.E. Blodgett Road Yachats, OR 97498 503 547-3137
JC-080200 Boxelder Job Corps Center P.O. Box 110 Nemo, SD 57759 605 348-3636	JC-090300 Los Angeles Job Corps Center 1106 South Broadway Los Angeles, CA 90015 213 748-0135	JC-100200 Cascades Job Corps Center 830 Fruitdale Road p o box 819 Sedro Wooley, WA 98284 360 856-3400
JC-080300 Clearfield Job Corps Center Freeport Center Station P O Box 1388 Clearfield, UT 84016 801 774-4000	JC-090400 Phoenix Job Corps Center 518 South Third St Phoenix, AZ 85004 602 254-5921	JC-100300 Columbia Basin Job Corps Center 6739 24th St Bldg. 2402 Moses Lake, WA 98837 509 762-5581
JC-080400 Collbran Job Corps Center Rural Route #1 5760 Hwy 33 Collbran, CO 81624 303 487-3576	JC-090500 Sacramento Job Corps Center 3100 Meadowview Rd Sacramento, CA 95832 916 393-2880	JC-100400 Curlew 3 CAMPUS STREET CURLEW, WA 99118 509 779-4611

JC-100500 Fort Simcoe Job Corps Center 40 Abella Lane White Swan, WA 98952 509 874-2244	JC-101100 Alaska Job Corps Center 750 COPE INDUSTRIAL WAY Palmer, AK 99645 907 746-8800	
JC-100600 Marsing Job Corps Center Route 1 Marsing, ID 83639 208 896-4127		
JC-100700 Springdale Job Corps Center 31224 Hist Columbia River Hwy Troutdale, OR 97060 503 695-2245		
JC-100710 Pivot Job Corps Center 2508 N.E. Everett Portland, OR 97232 503 280-6170		
JC-100800 Timber Lake Job Corps Center 59868 East Highway 224 Estacada, OR 97023 503 834-2291		
JC-100900 Tongue Point Job Corps Center Astoria, OR 97103 503 325-2131		
JC-101000 Wolf Creek Job Corps Center 2010 Opportunity Lane Glide, OR 97443 503 496-3507		