

Senior Community Service Employment Program (SCSEP) – Participant Durational Limit



Effective Date: 2/21/19

Duration: Indefinite

Background: SCSEP serves low-income unemployed persons who are 55 years of age and older. The program is designed to provide useful part-time community service training opportunities for participants to enhance the abilities, skills and aptitudes of participants to increase their opportunities to obtain mainstream employment and foster individual economic self-sufficiency.

Durational Limit Policy and Procedures:

In coordination with the SCSEP State and Federal guidance, the participant durational limit will not exceed 48 months in aggregate (whether or not consecutive) from the date of the individual's enrollment in to the SCSEP program. No SCSEP participants will be offered an extension beyond the 48-month time limit.

NETLWDB Subgrantees must inform SCSEP eligible participants of the maximum 48-month time limit for program participation during the participant enrollment. The SCSEP Sub-grantee maintains the participant signed verification of receipt of and a review of the SCSEP Participant Handbook that includes the required information on the SCSEP Durational Limit Policy. The documentation will be maintained in the participant's file.

The NETLWDB SCSEP Program will provide individually appropriate transition plans for those individuals that will be affected by a durational limit. SCSEP Sub-grantees identify other relevant community partners in addition to the NETLWDA American Job Center System to ensure the best possible outcome for each participant during the transition process and prior to the exiting of the SCEP program. The AJC coordination is described in the NETLWDA Memorandum of Understanding.

The Sub-grantee will provide the SCSEP participant with a 90 day and 30 day written notice to ensure the participant that they are about to reach their durational limit. Verification of these notices will be maintained in the participant file.

CONTACT: Questions concerning the above may be addressed to Kathy Pierce, Executive Director of the NETLWDB at kpierce@ab-t.org.

This policy will remain in effect until amended, modified, or set aside by the Northeast Tennessee Local Workforce Development Board.

APPROVED:

James W. Richardson Jr.

Jay Richardson
NETLWDB Chair