STATE OF TENNESSEE
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF WORKFORCE SERVICES
220 French Landing Drive
Nashville, TN 37243-1002
(615) 741-1031

Workforce Services Policy – Workforce Services (Senior Community Service Durational Limit Policy) - WIOA

Effective Date: November, 2016
Duration: Indefinite

Subject:
Participant's Duration Limit in the Senior Community Service Employment Program (SCSEP) funded activities

Purpose:
The purpose of this policy is to provide guidance to SCSEP subgrantees and participants concerning the duration of participation in SCSEP.

Scope:
Office of the Governor, Tennessee Department of Labor and Workforce Development (TDLWD), Tennessee Department of Economic and Community Development (TDECD), Tennessee Department of Education (TDOE), Tennessee Eligible Training Providers (TTPLs), Department of Human Services (TDHS), Adult Education (AE), Rehabilitation Services (RS), Office of Registered Apprenticeship (RA), State Workforce Development Board (SWDB), Division of Workforce Services (WFS), Regional Council (RC), American Job Center (AJC), American Job Center Operator (AJC Operator), American Job Center Access Point (AJC Access Point), Workforce Innovation and Opportunity Act (WIOA), Local Workforce Development Boards (LWDBs), Chief Local Elected Official (CLEO), Local Workforce Development Areas (LWDAs), other Workforce System Subrecipients (Subrecipients), Workforce System Partners (Partners)

References:
Section 641.570 (a)(1) of the SCSEP final rules states that SCSEP eligible individuals may participant in the program for a maximum duration of 48 months in the aggregate

(whether or not consecutive) from the date of the individual's enrollment in the program. (See 20 CFR 641.570 (a)(1).)

Background:
It is important that subgrantees inform their participants about the time limit for participation in SCSEP.

Instructions:
Subgrantees must inform SCSEP "eligible" participants during their enrollment in the program, of the maximum 48-month time limit for participating in the program. This information is vital to participants as they plan their livelihoods for the next phase, employment in unsubsidized jobs.

Participants also need to be made aware that there will not be any extension beyond the maximum 48 months. Subgrantees must develop a form that the participant will sign which states that he/she is aware of this durational limit that is mentioned in the SCSEP Participant Handbook. This signed form must be kept in the participant's file.

Tennessee Individual Durational Limit Policy:

The state of Tennessee Department of labor and Workforce Department implemented a policy effective August 15, 2012, that states individual participant durational limit of 48 months without the possibility of extensions. This means that no participants will be offered an extension beyond the 48-month time limit for participation in SCSEP.

Transition Planning:
Appropriate transition plans must be in place for each participant affected by a durational limit, and will be implemented in a timely manner to ensure the best possible outcome for each participant. Sub-grantees should identify other relevant community partners and should collaborate with SCSEP partners, including One-Stop Career Centers, to ensure that during the transition process participants have opportunities to use SCSEP partner services. The American Job Centers provide employment services, resume writing, interviewing workshops, etiquette classes, HiSET testing, Career Readiness Certificate testing, and education training opportunities.

Sub-grantees should invite community partners and American Job Center partners to meetings to discuss services provided and eligibility requirements and to also introduce participants to the partners prior to exiting the program.

Sub-grantees are required to submit a 90 day and 30 day notice to participants that are about to reach their durational limit.

Contact:
For any questions related to this policy, please contact Nicholas Bishop - Director of Compliance and Policy for Workforce Services at Nicholas.Bishop@tn.gov

Effective Date: November 2016
Duration: Indefinite

Sterling van der Spuy, Administrator