

**Senior Community Service Employment Program Grantee Statement of Work for PY 2020
Funding – Current SCSEP National Grantees**

Senior Community Service Employment Program (SCSEP) grantees awarded funds for Program Year (PY) 2020 will use these funds to provide eligible unemployed, low-income seniors with training to acquire the skills necessary to secure employment. The subsidized wages paid to participants provide needed income to seniors 55 and older with an added benefit to their communities from their service.

Authority for Funding, Activities, and Reporting:

The Department of Labor expects grantees to adhere to the current statutory and regulatory requirements for SCSEP, as contained in the following:

- Funding Opportunity Announcement, FOA-ETA-20-09 (April 30, 2020);
- TEGL 22-19, *Program Year (PY) 2020 Planning Instructions and Allotments for Senior Community Service Employment Program (SCSEP) State, Territory, and National Grantees; and Implementation of SCSEP Provisions of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act)* (May 28, 2020);
- OAA Reauthorization Act of 2016, Pub. L. 114-144 (April 19, 2016);
- Further Consolidated Appropriations Act of 2020, Pub. L. 116-94 (December 20, 2019);
- SCSEP Final Rule, 75 Federal Register (FR) 537864 (September 1, 2010), published at 20 CFR Part 641;
- TEGL 17-16, *Infrastructure Funding of the One-Stop Delivery System* (January 18, 2017);
- WIOA, Pub. L. 113-128, Sec. 121, Funding of One-Stop Infrastructure;
- Paperwork Reduction Act of 1995, Pub. L. 104-13 (May 22, 1995);
- SCSEP Performance Data Collection Approval (Office of Management and Budget No. 1205-0040) (expiration date November 30, 2021);
- OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule, 78 FR 78589 (December 26, 2013), published at 2 CFR Part 200;
- TEGL 12-06, *Revised Income Inclusions and Exclusions and Procedures for Determining Senior Community Service Employment Program (SCSEP) Eligibility* (December 28, 2006);
- VOW (Veterans Opportunity to Work) to Hire Heroes Act of 2011, Pub. L. 112-56 (November 21, 2011);
- The Fair Labor Standards Act of 1938, as amended through Pub. L. 115-141 (March 23, 2018);
- *2020 Federal Poverty Guidelines 85 FR 3026* (January 15, 2020); and
- The Social Security Act of 1935, as amended through Pub. L. 89-97 (July 30, 1965).

Grantee Activities:

Accountability and transparency for use of PY 2020 funds are ensured through the following grantee activities:

- Track participation and document program activities and directly enter data using the SCSEP Performance and Results QPR (SPARQ) data collection and performance reporting system;
- Provide SCSEP services within the counties/geographic areas, only as authorized in accordance with Program Year Equitable Distribution;
- Develop and maintain appropriate management strategies to deal with fluctuations in funding, including recruitment and enrollment policies, and manage grant funds so as to avoid fluctuations in the number of hours per week in community service provided to participants;
- Evaluate and adhere to termination policies as appropriate;
- Ensure grievance policies are clear and available to all applicants and participants;
- Recruit new host agencies and expand opportunities at existing host agencies;
- Maintain individual durational limit (IDL) policies that ensure equitable and uniform practices for all SCSEP participants reaching their individual participation durational limits in PY 2020, including transition strategies, with any revised IDL policy approved by DOL to take effect no sooner than 120 days after approval;
- Monitor and report efforts to serve minority individuals;
- Protect against maintenance of effort violations;
- Track all SCSEP grant funds and submit all required financial reports in a timely manner as determined by the Department of Labor (USDOL); and
- Follow Programmatic Assurances as prescribed.
- Ensure the least disruption for participants transitioning into and out of service areas.

The submission of an SF-424 Application for Federal Assistance signed by the grantee's authorized representative, an SF-424A with a Budget Narrative, Program Narrative, and signed Programmatic Assurances, and any Optional Special Requests constitute acceptance of this Generic Statement of Work and the issuance of a PY 2020 grant agreement.