

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION SCSEP
	CORRESPONDENCE SYMBOL DNPTTA
	DATE June 6, 2012

ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 26-11, Change 1

TO: SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM
NATIONAL GRANTEES

FROM: JANE OATES /s/
Assistant Secretary

SUBJECT: Revised Program Year 2012 Planning Instructions and Allotments for Senior Community Service Employment Program (SCSEP) National Grantees

1. Purpose. This Training and Employment Guidance Letter (TEGL) Change 1 gives current SCSEP national grantees the application instructions, allocations, and the process and procedures for the first quarter of Program Year (PY) 2012. It also provides information on the transition to grants that will be awarded under the SCSEP Solicitation for Grant Applications (SGA) to provide SCSEP services.

2. References.

- TEGL 26-11, Program Year 2012 Planning Instructions and Allotments for Senior Community Service Employment Program (SCSEP) State and Territorial Grant Applicants, April 30, 2012;
- SGA/DFA PY-11-04, Solicitation for Grant Applications, March 8, 2012;
- Department of Labor Appropriations Act, 2012, Title I of Division F of the Consolidated Appropriation Act, 2012, P.L. 112-74;
- 2006 Older Americans Act Amendments (OAA), P.L. 109-365, 42 U.S.C. 3056 et.
- 20 CFR Part 641;
 1. SCSEP Final Rule, 75 FR 53785 (Sep 1, 2010)
 2. SCSEP Final Rule, Additional Indicator for Volunteering, 77 FR 4654 (Jan 31, 2012)
- Training and Employment Guidance Letter (TEGL) 12-06, Revised Income Inclusions and Exclusions and Procedures for Determining SCSEP Eligibility;
- TEGL 16-11, 2012 Federal Poverty Guidelines;
- Priority of Service for Covered Persons Final Rule, 20 CFR Part 1010, 73 FR 78132 (Dec 19, 2008);

RESCISSIONS TEGL 26-11	EXPIRATION DATE September 30, 2012
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- Americans with Disabilities Act, as amended, P.L. 110-325;
- SCSEP Performance Data Collection Approval (Office of Management and Budget No. 1205-0040);
- Jobs for Veterans Act, P.L. 107-288.

3. **Background.** The planned transition of participants following the national grantee competition is scheduled for October 1, 2012. Therefore, current national grantees will continue service through the first quarter of PY 2012. The original TEGL 26-11, issued on April 30, 2012, provided funding and allocation information for only the states and territories but did not include the national grantee allocations. This change¹ includes the allocations and necessary planning instructions for current national grantees for the PY 2012 1st quarter.
4. **Overall Approach.** The Department of Labor (the Department) will issue new grants to current grantees for the first quarter of PY 2012 to continue services in their current areas. These new grants will be one quarter's proportional share, i.e. 25 percent of the PY 2012 funding to serve clients during the first quarter (July 1 – September 30, 2012). Current grantees must submit the requested documents (see #7 below) by **June 18, 2012**. The remaining PY 2012 funds will be allocated after the announcement of the SGA results.

After the results of the SGA are announced, current national grantees who applied under the competition and were successful will receive a modification of the new grant for the remainder of the program year October 1, 2012 – June 30, 2013.

5. **Notice of Obligation (NOO).** The Department will issue NOOs with new grant numbers and allocation amounts for the SCSEP program to continuing national grantees for PY 2012 1st quarter.
6. **PY 2012 Program Allotments.** See Attachment A for funding amounts and authorized positions.
7. **Inquiries.** Questions regarding these allotments may be directed to the appropriate Federal Project Officer. Information on the allotments and planning requirements may also be found in the SGA/ DFA PY-11-04 available at www.doleta.gov/grants/find_grants.cfm.
8. **Schedule and Action Requested.** Current national grantees must submit
 - SF-424
 - SF-424A
 - Budget Narrative for the first quarter allocations
 - Signed Programmatic Assurances
 - Program Narrative
 - Any Optional Special Requests

No other narrative information will be required. We will provide a generic Statement of Work to grantees for PY 2012 to use in place of a more detailed Program Narrative. Funding

amounts and authorized position allocations are in Attachment A. Documents should be submitted to grants.scsep2012@dol.gov by **June 18, 2012**.

9. Attachments.

Attachment A: Funding Allocations and Authorized Positions

Attachment B: Program Narrative Instructions

Attachment C: Programmatic Assurances

Attachment D: Optional Special Requests

Attachment E: SF-424 Instructions

Attachment F: SF-424

Attachment G: SF-424A

Attachment H: List of Federal Project Officers (FPOs)