

|   |   |
|---|---|
| EMPLOYMENT AND TRAINING ADMINISTRATION<br>ADVISORY SYSTEM<br>U.S. DEPARTMENT OF LABOR<br>Washington, D.C. 20210 | <b>CLASSIFICATION</b><br>SCSEP          |
|   | <b>CORRESPONDENCE SYMBOL</b><br>OWI/DAS |
|   | <b>DATE</b><br>May 31, 2007             |

**ADVISORY:** TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 25-06

**TO:** ALL SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM GRANTEEES

**FROM:** EMILY STOVER DeROCCO /s/

**SUBJECT:** Guidance on Program Year (PY) 2007 State Plan Requirements

1. **Purpose.** To inform grantees of policies regarding PY 2006 State Senior Community Service Employment Program (SCSEP) Coordination Plan modifications and PY 2007 requirements.
2. **References.** Section 503 of the Older Americans Act (OAA), as amended by the OAA Amendments of 2006, Public L. 109-365; 20 CFR 641.300-641.365.
3. **Background.** Section 503 of OAA, as amended by the 2006 Amendments, effective July 1, 2007, requires the Governor of a State (or his/her designee) to submit a State Plan for consideration and approval in order to receive SCSEP funds. The State Plan must outline a four-year strategy for the statewide provision of community service employment and other authorized activities for eligible individuals under title V of OAA.

In order to promote consistency among state programs and to ensure the proper implementation of the program changes required by the 2006 Amendments, the U.S. Department of Labor (the Department) has determined that such plans must be drafted in accordance with departmental guidance on the requirements of the 2006 Amendments. However, because the Department has been focused on drafting new regulations for the 2006 Amendments, such guidance will not be completed until the summer of 2007. This leaves insufficient time for grantees to draft such plans by July 1, 2007. The Department does not want to impede the PY 2007 funding process because of this new requirement, nor does it want grantees to submit four-year plans without having adequate guidance beforehand. Accordingly, the

|                         |                                   |
|-------------------------|-----------------------------------|
| <b>RESCISSIONS</b> None | <b>EXPIRATION DATE</b> Continuing |
|-------------------------|-----------------------------------|

Department intends to resolve the problem by considering a State's PY 2006 Senior Community Service Employment Program Coordination Plan as meeting the statutory requirements for PY 2007 and will require the submission of four-year plans in accordance with subsequent guidance.

4. **Guidance.** Grantees may submit modifications to their PY 2006 State Plan prior to July 1, 2007, if they think such action is in the best interest of their State. Such modifications should be directed to the appropriate regional Federal Project Officer. However, the Department will not require grantees to develop a new single year Senior Community Service Employment Program Coordination Plan for 2007, nor are they required to submit modifications to their existing PY 2006 plan. Instead, the Department will consider the State's current PY 2006 Coordination Plan to be extended as a satisfactory placeholder for PY 2007, until grantees can submit a four-year strategic State Plan after receiving administrative guidance and technical assistance in the summer of 2007.

The Department anticipates that it will ask grantees to submit these four-year State Plans after October 1, 2007, so that information from the annual Equitable Distribution Report process can be incorporated in these plans. This timeline will also enable grantees to develop State Plans before the submission of PY 2008 grant funding applications. The Department views this as an opportunity to improve the quality of the planning process and to help grantees work together with all the key stakeholders in their State.

5. **Inquiries.** Questions should be directed to your regional Federal Project Officer.