

<b>EMPLOYMENT AND TRAINING ADMINISTRATION</b> <b>ADVISORY SYSTEM</b> <b>U.S. DEPARTMENT OF LABOR</b> <b>Washington, D.C. 20210</b>	<b>CLASSIFICATION</b> SCSEP
	<b>CORRESPONDENCE SYMBOL</b>
	<b>DATE</b> April 13, 2006

TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 26-05

TO:            ALL SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM GRANTEES

FROM:        EMILY STOVER DeROCCO  
 Assistant Secretary 

SUBJECT:    Program Year (PY) 2006 State Senior Employment Services Coordination Plan

1. **Purpose.** To inform grantees of the circumstances affecting requirements for the PY 2006 State Senior Employment Services Coordination Plan (State Plan).
2. **References.** Sections 503, 507(b) and 508 of the Older Americans Act Amendments of 2000, Pub. L. 106-501; 20 CFR 641.300-641.365.
3. **Background.** As provided at 20 CFR 641.340, the Governor or his/her designee is not required to submit a full State Plan each year. Further, in view of the competition of the national grants for PY 2006, the Department of Labor (the Department) recognizes that it is not feasible to expect states potentially affected by the competition to develop full State Plans without knowledge of the successful national grant applicants or their service areas. Accordingly, when it is reasonable to do so, the Department requests that grantees submit modifications to their PY 2005 submission, as described below.

Note: In the PY 2006 competition, national grant funds have not been allocated for the states of Alaska, Delaware, and Hawaii, and for the territories of American Samoa, Guam, Northern Marianas Islands, and the U.S. Virgin Islands. Although there will be no changes in grantees in these areas, they are still bound by the other requirements for modifications of their State Plans, as appropriate.

<b>RESCISSIONS</b>	<b>EXPIRATION DATE</b> Continuing
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4. **Requirements for Modification of the State Plan.**

Modifications are required when:

- There is a change in a grantee or grantees;
- There are changes in Federal or state law or policy that substantially change the assumptions upon which the State Plan is based;
- There are changes in the state's vision, strategies, policies, performance indicators, or organizational responsibilities;
- The state has failed to meet performance goals and must submit a corrective action plan; or
- There are substantial changes in the status of Memoranda of Understanding (MOU) between grantees and their Local Workforce Investment Boards, including:
  - Establishment of a new MOU
  - New grantees have been added to an existing MOU
  - An existing MOU has been changed from "single" to "blanket" or vice versa

5. **Schedule.** Grantees are invited to submit modifications to their State Plans if they are affected by the requirements described in Section 4 above, or if they think that such action is in the best interest of their state. Otherwise, they may delay submittal until they have sufficient information from other grantees operating in the state. Any modifications to the PY 2005 State Plan must be provided to the Department prior to the onset of Program Year 2006 (July 1, 2006). Electronic copies of the modifications must be submitted to the appropriate Federal Project Officer via e-mail.

6. **Action Required.** SCSEP grantees should begin work on any necessary modifications.

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