

GLOSSARY

- Assessment*** The process of identifying a participant's occupational preferences, skills, interests, aptitudes, physical capabilities, need for supportive services, ability to perform community service assignment duties, and potential for transition to unsubsidized employment.
- Authorized positions*** The number of enrollment opportunities established by Department of Labor and the State of Nevada for a program year for each project.
- Community service*** An activity that seeks to address a public need. These activities include social, health, welfare, and education services (particularly literacy tutoring); legal assistance and counseling; tax and financial counseling; library, recreational, day care and other similar services; conservation, maintenance, or restoration of natural resources; community improvement or beautification; pollution control and environmental quality efforts; and inter-generational activities. (This is not an exhaustive list).
- Community service **excludes** building and highway construction and work, which primarily benefits private, profit making organizations (Section 507 (2) of the Older Americans Act).
- Computing income*** Income is computed by income the family received during the preceding six months multiplied by 2 or total income from the preceding 12 months, which ever is more favorable to the participant.
- Disability*** A physical or mental impairment that substantially limits an individual in one or more major life activities. The individual must have a record of such impairment and be considered as having this impairment.
- DOL*** United States **D**epartment of **L**abor.
- Dual eligibility*** When an older individual who is eligible for SCSEP is also enrolled in a WIA (Workforce Investment Act) program. The SCSEP and WIA program must have a financial or non-financial agreement to operate a joint program.

<i>Eligible individual</i>	A person who is 55 years of age, or older, and who has a low income as defined by the legislation governing the program.
<i>Greatest economic need</i>	Refers to individuals that have income levels at or below the poverty line, as established and periodically updated by the U.S. Department of Health and Human Services.
<i>Greatest social need</i>	Refers to needs caused by non-economic factors such as physical and mental disabilities; language barriers; and cultural, social, or geographical isolation, including isolation caused by racial or ethnic status.
<i>Individual Employment Plan (IEP)</i>	The SCSEP participant's training and employment plan. The IEP is jointly developed and agreed to by project staff, the participant and the host site. The IEP documents an employment goal, achievement objectives, and an appropriate sequence of services for the participant as determined by the comprehensive assessment.
<i>IEP-related termination</i>	<p>Dismissing a participant from SCSEP because of a failure to comply with IEP requirements. A participant may be terminated from SCSEP when he or she refuses to accept a reasonable number of referrals or job offers for unsubsidized employment if the referrals or job offers are consistent with his or her IEP and there are no extenuating circumstances.</p> <p>Guidelines issued by DoL and The State of Nevada must be met in an IEP-related termination, and the State of Nevada must give approval prior to dismissal.</p>
<i>Low income</i>	A family income of no more than 125 percent of the poverty level established and periodically updated by the U.S. Department of Health and Human Services.
<i>OAA</i>	O lder A mericans A ct of 1965, as amended (42 U.S.C. 3001 et seq.).
<i>Participant/Enrollee</i>	An individual who is eligible for SCSEP, receives program services, and is paid wages for engaging in community service assignments under a project.

***Poor
Employment
Prospects***

Refers to individuals who are unlikely to find a job without the help of an employment and training program. Individuals with poor employment prospects include those with little or no employment history, those who lack basic skills (reading, writing, and computing), or those who cannot speak the English language proficiently.

Individuals with poor employment prospects may be displaced homemakers, school dropouts, disabled veterans, homeless persons, or individuals who live in socially and economically isolated rural or urban areas where job opportunities are limited.

Program Year

The one-year period covered by the subgrantee agreement, usually beginning on July 1 and ending on June 30.

Project

A subgrantee that provides community service positions and required services such as assessment, job development, supportive services, job referrals and follow-up services to eligible older adults under a legal agreement with the State of Nevada.

Reassessment

An annual evaluation that measures the progress a participant has made toward learning new skills, reaching personal development goals, and meeting his or her employment and training objectives under the individual development plan.

Residence

An applicant's or participant's declared dwelling place or address. Projects cannot require a length of residency for applicants prior to enrollment.

SCSEP

Senior Community Service Employment Program as authorized under Title V of the Older Americans Act.

***State Office
on Aging***

The sole agency designated by a State to receive funding and carry out the requirements of the Older Americans Act in that state.

Subgrantee

An organization that has entered into a binding legal agreement with the State of Nevada to conduct SCSEP activities and to

adhere to the legal, regulatory, and State policy requirements for SCSEP.

***Training Site/
Host Agency***

A public agency or a private non-profit organization (i.e., exempt from taxation under section 501(c)(3) of the Internal Revenue Code of 1986) that provides a work site, training duties and responsibilities, and supervision for a SCSEP participant.

A Training Site/Host Agency may **not** be a political party or provide a work site in a facility used or to be used as a place for sectarian religious instruction or worship.