



# HAPPY NEW YEAR !

Program Year 2022 / July 1, 2022- June 30, 2023



**SCSEP PARTICIPANTS  
WE WANT YOU ...  
TO REACH YOUR GOALS !**

**-PERSONAL  
-FINANCIAL  
-PROFESSIONAL**

**WE ARE HERE TO HELP YOU! HOW?**

- DEVELOPING AN INDIVIDUAL EMPLOYMENT PLAN (IEP)
- PROVIDING TRAINING OPPORTUNITIES
- CONNECTING YOU WITH RESOURCES
- MATCHING YOU WITH A HOST AGENCY WHO SUPPORTS YOUR GOALS AND CHALLENGES YOU

## WHAT IS SCSEP ?

SCSEP is a temporary job training program designed to provide useful, part-time community service training opportunities for participants. The goal of SCSEP is to enhance the abilities, skills and knowledge of people on the program, increasing their opportunities of finding employment and guiding them to being financially independent.



Paid Training



Meaningful  
Community Service



Skills Development

# COMING SOON



The new payroll schedule has been sent to everyone, but can also be found on our agency website: [www.westalabamaaging.org](http://www.westalabamaaging.org) under the SCSEP section.

## EXTRA HOURS EXTENDED!

Participants Assigned *White Timesheets*: may continue to work up to 29 hours per week/58 per pay period until further notice

Participants Assigned *Yellow Timesheets*: may continue to work up to 25 hours per week /50 per pay period until further notice

## ANNUAL PARTICIPANT RECERTIFICATION

All SCSEP participants are required to be recertified annually to show continued eligibility for the program. This occurs during the months of August and September. Participants, please be on the lookout for a mailout in the next few weeks detailing documents to be submitted, along with appointment date, time, and location. Supervisors- thank you in advance for being flexible with this appointment, as it is mandatory.

HAPPY NEW YEAR ! HAPPY NEW YEAR ! HAPPY NEW YEAR ! HAPPY NEW YEAR !

FRIENDLY  
REMINDER



**ATTENTION HOST AGENCY SUPERVISORS!**  
Emails have been sent with "new year" documents attached. Please make sure to submit them to the SCSEP office by Friday, July 15th!  
**\*\*\*Don't Forget To Complete Participant Performance Evaluations\*\*\***