Appendix A – Governor's Letter of Designation

November 3, 2014

Ms. Kimberly Vitelli
Division of National Programs,
Tools and Technical Assistance
Employment & Training Division
U.S. Department of Labor
200 Constitution Avenue, N.W. Room S-4209
Washington, DC 20210

Dear Ms. Vitelli:

As Governor of the State of Georgia, I hereby designate the responsibility of developing and submitting the Georgia Senior Community Service Employment Program State Plan Update to the Georgia Department of Human Services Division of Aging Services, as required by the United States Department of Labor.

If you have questions regarding this delegation, please do not hesitate to contact my office.

Sincerely,

Nathan Deal
Governor

cc: Keith Horton, DHS Commissioner
Dr. James Bulot, DAS Director

DRAFT

Appendix B – Press Release and Public Comments

Appendix C – Letters of Attestation of participation in development of the State Plan Update

DHS
Georgia Department of Human Services

Nathan Deal, Governor **Keith Horton, Commissioner**

Georgia Department of Human Services ▪ Division of Aging Services ▪ Dr. James J. Bulot, Director
Two Peachtree Street, NW ▪ 33rd Floor ▪ Atlanta, GA 30303 ▪ 404-657-5258 ▪ 404-657-5285 (Fax)

November 3, 2014

Ms. Kimberly Vitelli
Division of National Programs
Tools for Technical Assistance
Employment & Training Division
U.S. Department of Labor
200 Constitution Avenue, N W, Room S-4209
Washington, D.C. 20219

Dear Ms. Vitelli:

As Director of the Georgia Department of Human Services (DHS) Division of Aging Services (DAS), I hereby accept the delegation of the Governor of Georgia and Commissioner of the Department of Human Services, to develop and submit the Georgia Senior Community Service Employment Program (SCSEP) State Plan Update as required by the United States Department of Labor.

The Mission of DAS is to support the larger goals of DHS by assisting older individuals, at-risk-adults, and persons with disabilities, their families and caregivers to achieve safe, healthy, independent and self-reliant lives. The implementation of a successfully, statewide-coordinates SCSEP directly impacts the ability of older Georgians to develop skills necessary to maintain self-sufficiency and thus remain longer in their own homes.

If you have questions regarding this statewide coordinated four-year plan, please do not hesitate to contact my office.

Sincerely,

Dr. James Bulot, Director
Division of Aging Services

ACCA

ATHENS COMMUNITY COUNCIL ON AGING

Live well. Age well.

Governor Nathan Deal
Officer of the Governor
203 State Capitol
Atlanta, GA 30334

November 3, 2014

As the Northeast Georgia AAA Senior Community Services Employment Program (SCSEP) service provider, we wish to express our appreciation for the opportunity to contribute to the Georgia SCSEP State Plan Update.

The SCSEP program has proven to be a valuable resource for senior citizens and we fully support the efforts that are being made through the development of the SCSEP State Plan Update to continue to improve this service.

Sincerely,

Carol Ann Adams
SCSEP Director

135 Hoyt Street ~ Athens, GA 30601
web www.accaging.org *phone* 706.549.4850 *fax* 706.549.7786

Area Agency of Aging
Local Government Services
Planning
Workforce Development

NEGRC
NORTHEAST GEORGIA
REGIONAL COMMISSION

305 Research Drive
Athens, GA 30605-2795
Phone 706.369.5650
James R. Dove, Executive Director

November 3, 2104

The Honorable Governor Nathan Deal
Officer of the Governor
203 State Capitol
Atlanta, GA 30334

Dear Governor Deal:

On behalf of the Northeast Georgia Area Agency on Aging and our Senior Community Services Employment Program (SCSEP) provider, we would like to express our appreciation for the opportunity to contribute to the Georgia SCSEP State Plan Update.

The SCSEP program has proven to be a valuable resource for senior citizens and we whole-heartedly support the efforts that are being made through the development of the SCSEP State Plan Update to continue improving this service.

Sincerely,

Peggy Jenkins, Director
Northeast Georgia Area Agency on Aging

Governor Nathan Deal
Officer of the Governor
203 State Capitol
Atlanta, GA 30334

November 03, 2014

I, Dixie Cook and Mercy Care greatly appreciate the opportunity to participate in the development of the Georgia State SCSEP State Plan Update. By providing information about our area and situations that impact the economic climate, we feel that the plan is designed to make a difference in the lives of the people and the geographic area we serve.

Sincerely,

Dixie Cook

Dixie Cook,
Senior Employment Manager

300 Chatillon Rd. NE Rome, GA 30161-4911 706-291-8496 mercyrome.org
Mailing Address: P.O. Box 866 Rome, GA 30162-0866

ThreeRivers
Area Agency on Aging

13273 GA Highway 34 • P.O. Box 1600
Franklin, Georgia 30217
Tel: 678-552-2838 or 1-866-854-5652
Fax: 770-854-5402 or 706-675-9210
www.threeriversrc.com

COUNTIES SERVED: Butts, Carroll, Coweta, Heard, Lamar, Meriwether, Pike, Spalding, Troup, and Upson

November 10, 2014

Governor Nathan Deal
Officer of the Governor
203 State Capitol
Atlanta, GA 30334

Dear Governor Deal:

On behalf of the Three Rivers Area Agency on Aging (AAA), I would like to express our support of Georgia's Senior Community Service Employment Program (SCSEP) State Plan Update and the direction it is proving to offer enhancements improving on the job training to older adults in Georgia and to implementation of this program across the state: We are committed to implementing the proposed work activities through the ten county region we serve.

Our agency has personnel with extensive experience in senior employment training as well as providing information and assistance to seniors and older adults with disabilities. This project has the highest level of support and commitment from our agency. We are eager to continue participation in SCSEP.

Sincerely,

Joy Shirley

Joy Y. Shirley
AAA Director

SOWEGA Council on Aging

Area Agency on Aging

"Living Longer, Living Stronger, Living Safer"

Governor Nathan Deal
Officer of the Governor
203 State Capitol
Atlanta, GA 30334

November 3, 2014

On behalf of the SOWEGA Council on Aging AAA, and our SCSEP provider, we wish to express our appreciation for the opportunity to contribute to the Georgia Senior Community Services Employment Program (SCEP) Sate Plan Update.

The SCSEP program has proven to be a valuable resource for senior citizens and we fully support the efforts that are being made through the development of the SCSEP State Plan Update to continue to improve this service.

Sincerely,

Kay H. Hind

Kay H. Hind
Executive Director
SOWEGA Council on Aging
335 W. Society Avenue
Albany, GA 31701
Mail: PO Box 88, Albany, GA 31702

Governor Nathan Deal
Officer of the Governor
203 State Capitol
Atlanta, GA 30334

November 03, 2104

The AAARP Foundation participated in the process of writing and supports the Georgia Senior Community Employment Program (SCSEP) State Plan Update, especially in the goal of improving and or enhancing services to older workers throughout the state. Like AARP Foundation SCSEP the Georgia SCSEP is successful in assisting many older adults with finding employment.

Sincerely,

John Matthews
Area Manager
AARP Foundation SCSEP

LEGACY LINK
Area Agency on Aging

November 7, 2014

Governor Nathan Deal
Officer of the Governor
203 State Capitol
Atlanta, GA 30334

Re: Request for support

Dear Governor Deal;

We are fortunate enough to live in a state that reveres and acknowledges the contributions of older adult populations. These citizens have contributed much to the foundations upon which Georgia has been built and to the traditions on which Georgians can rely. They have given more than their share and are still willing to continue to contribute to an ever changing future. To prepare for this future we have programs such as the Senior Community Services Employment Program (SCSEP). I urge you to support tour combined efforts as State and National Grantees as we work to submit the Georgia SCSEP State Plan Update.

Thank you for your consideration.

Sincerely,

Stephen D. Wareham Sr.
SCSEP Program Director
The Legacy Link, Inc.
Area Agency on Aging
770.538.2650 ext. 8501
sdwareham@legacylink.org
"No act of kindness, no matter how small, is ever wasted" **Aesop**

Appendix D – Georgia Equitable Distribution PY 14

SCSEP State
Equitable Distribution (ED) Report

OMB Control Number: 1205-0400
Expiration Date: 03/31/2015

The Equitable Distribution (ED) State Report form 8705A shows the number of authorized positons by county as determined by the Census data and the number of enrollments by county as determined by the data in SPARQ. The state report should include all grantees that operate in a particular state. The tables in SCSEPED provide various calculations of the variance between the authorized position and the number of current enrollments by county. Please use the table from SCSEPED.org to fill out the values below and use those calculations to answer the two questions about the variance: What is its significance; and what, if any, actions the grantees will take to come into better compliance with the equitable distribution requirements. Submit the completed report to your FPO with a copy to grants.SCSEPdocs@dol.gov.

State:

I. Summary of Variance

	Number of Counties	Percent of All Counties	Average Percentage of Variance
Under-service	90	57%	37.8%
Over-service	44	27.8%	40.55%
Combined Total Under- and Over-service	134	84.8%	35.4%

II. Discussion: reasons for and significance of the variance

As a very rural state there are issues in some areas with a lack of appropriate employment and training partners. The effects of the economic downturn are still being felt in many areas of the state and particularly by small and not for profit organizations. In addition transportation, particularly in the most rural areas of the state, is an issue and may prevent individuals from traveling to and from worksites, access to training opportunities and traveling to unsubsidized employment. Technology can also be an issue. Some areas of the state do not have consistent internet coverage and community resources for those who do not have their own computers can be scarce.

III. Plan to improve statewide ED during program year

We will improve our equitable distribution across Georgia by partnering with our state and federal grantee partners and reaching out to our partners, the Georgia Department of Labor, WIA/One Stop System, regional and local governments and not for profit agencies and others. We will work with the Aging Network and others committed to finding transportation solutions as well as available technology partners. We will also reach out to ensure that our state programs using culturally competent approaches to reach diverse communities in culturally competent approaches.

SCSEP Grantee
Equitable Distribution (ED) Report

OMB Control Number: 1205-0400
Expiration Date: 03/31/2015

The Equitable Distribution (ED) Grantee Table 8705B shows the number of authorized positons by county as determined by the Census data and the number of enrollments by county as determined by the data in SPARQ. The grantee report should include all states in which the grantee operates. The tables in SCSEPED.org provide various calculations of the variance between the authorized position and the number of current enrollments by county. Please use the tables from SCSEPED.org to fill out the values below and use those calculations to answer the two questions about the variance: What is its significance; and what, if any, actions the grantee will take to come into better compliance with the equitable distribution requirements. Submit the completed report to your FPO with a copy to grants.SCSEPdocs@dol.gov.

Grantee:

I. Summary of Variance

	Number of Counties	Percent of All Counties	Average Percentage of Variance
Under-service	24	50%	41.9%
Over-service	14	29.2%	56.7%
Combined Total Under- and Over-service	48	79.2%	38.9%

II. Discussion: reasons for and significance of the variance

As a very rural state there are significant issues in some areas with a lack of appropriate employment and training partners. The effects of the economic downturn are still being felt in many areas of the state and particularly by small and not for profit organizations that could potentially serve as SCSEP partners and employers. In addition transportation, particularly in the most rural areas of the state, is an issue for older adults. Some unfilled positions result from placement in unsubsidized positions. Though this demonstrates success, it also leaves us with under-service in some counties. Our sub-grantees and community based partners work to keep the underserved counties to a minimum but also utilize over service when necessary to make up the differences when possible.

III. Plan to improve ED in your grant during program year

We will continue to work with the Georgia Department of Labor, WIA/One Stop System and improve our communications and utilization of GDOL resources and referrals particularly in underserved counties. We will continue to utilize over service when necessary. We will also work with our sub-grantees to engage community partners such as the Goodwill Center and Community Action Agencies. The Department of Human Service, the agency within which the Division of Aging Services is housed, hosts a monthly Community Outreach Council. This Council works to introduce community based agencies and non-profits to State Government programs and looks for linkages. The Division of Aging Services has staff in attendance each month and has had featured presentations about the SCSEP program and other aging services.

IV. Attach copy of Grantee ED Table from SCSEPED.org.

This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-0040. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number. Public reporting burden for this collection of information required to obtain or retain benefits (PL 109-365 Sec 501-518) is estimated to average 3 hours per response; including the time for reviewing instructions, searching existing

SCSEP State
Equitable Distribution (ED) Report

OMB Control Number: 1205-0400
Expiration Date: 03/31/2015

The Equitable Distribution (ED) State Report form 8705A shows the number of authorized positons by county as determined by the Census data and the number of enrollments by county as determined by the data in SPARQ. The state report should include all grantees that operate in a particular state. The tables in SCSEPED provide various calculations of the variance between the authorized position and the number of current enrollments by county. Please use the table from SCSEPED.org to fill out the values below and use those calculations to answer the two questions about the variance: What is its significance; and what, if any, actions the grantees will take to come into better compliance with the equitable distribution requirements. Submit the completed report to your FPO with a copy to grants.SCSEPdocs@dol.gov.

State:

I. Summary of Variance

	Number of Counties	Percent of All Counties	Average Percentage of Variance
Under-service	4	80%	26.1%
Over-service	1	20%	32.1%
Combined Total Under- and Over-service	5	100%	27.75%

II. Discussion: reasons for and significance of the variance

[Please describe any significant variance and explain the possible reasons for the variance]

Currently, the variance in many of the counties is due to the following:

- **High turnover due to participants exiting for employment and other reasons**
- **Challenges with recruitment of participants and host agencies. The AARP Foundation is focused on ensuring equitable service to older workers based on Equitable Distribution (ED) and is working on this aggressively this grant year.**

III. Plan to improve statewide ED during program year

[Please explain your plans to reduce the variance in your state during the program year.]

This past April the AARP Foundation convened a meeting in Washington, DC of service providers with effective service delivery practices. The organization representatives shared their effective practices which are being incorporated into strategies that the Foundation will begin using this year to enhance services to its communities. Effective practices and strategies such as locating participant "staff" in these areas; segmenting and targeting outreach and recruitment activities to reach participants, host agencies, businesses, and other community partners; scheduling outreach time regularly in each county; use of technology when possible for training, case management, etc.; use partners to help with case management, support services, and training, etc. We have updated our marketing materials to help advertise the program and reach more potential

applicants, host agencies and employers. We are striving to initiate training opportunities for rural participants by enhancing our training venue relationships.

We have begun working closer with the Georgia Department of Labor Career Centers that cover the under-served counties of: Cobb, Douglas, Fulton and Gwinnett Counties to recruit and enroll participants. Also, we are focusing more intensely on placing participants into employment in DeKalb County that is over-served.

IV. Attach copy of state ED table from SCSEPED.org.

This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-0040. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number. Public reporting burden for this collection of information required to obtain or retain benefits (PL 109-365 Sec 501-518) is estimated to average 3 hours per response; including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing this burden, to the U.S. Department of Labor, Office of Workforce Investment, Room C-4510, 200 Constitution Avenue, NW, Washington, DC 20210 (PRA Project 1205-0040).

SCSEP Grantee
Equitable Distribution (ED) Report

OMB Control Number: 1205-0400
Expiration Date: 03/31/2015

The Equitable Distribution (ED) Grantee Table 8705B shows the number of authorized positons by county as determined by the Census data and the number of enrollments by county as determined by the data in SPARQ. The grantee report should include all states in which the grantee operates. The tables in SCSEPED.org provide various calculations of the variance between the authorized position and the number of current enrollments by county. Please use the tables from SCSEPED.org to fill out the values below and use those calculations to answer the two questions about the variance: What is its significance; and what, if any, actions the grantee will take to come into better compliance with the equitable distribution requirements. Submit the completed report to your FPO with a copy to grants.SCSEPdocs@dol.gov.

Grantee: Experience Works

I. Summary of Variance

	Number of Counties	Percent of All Counties	Average Percentage of Variance
Under-service	58	52.7%	45.8%
Over-service	28	25.5%	39.5%
Combined Total Under- and Over-service	86	78.2%	38.4%

Note: Because of an entry error on scseped.org, EW is listed as having one enrolled position in Douglas County, despite not having any authorized positions there. As a result, while the numbers above are those listed on scseped.org, they will change slightly when this error is corrected on the website.

II. Discussion: reasons for and significance of the variance

[Please describe any significant variance and explain the possible reasons for the variance]

Some of the Georgia counties where EW has the biggest negative variance—Richmond (-9), Jefferson (-4), Tattnall (-4)—are counties classified by the DOL as Areas of Persistent Unemployment. The scarcity of job opportunities in these counties, and the large proportions of residents looking for work, has led to problems with participants quickly exiting the program voluntarily after receiving some basic skills/training, as they feel they must travel further distances to other, more prosperous counties in an effort to find employment.

In the Georgia counties where we have the biggest over-enrollment—Screven (+6), Treutlen (+4), Chatham (+4), and Toombs (+3)—the reasons for positive variance vary. 3 of these 4 counties are classified as Areas of Persistent Unemployment by DOL—the exception is Chatham—and in the more rural among them (Toombs, Treutlen, and Screven) this has led to Participants struggling to find work and exit the program to unsubsidized employment, as insufficient transportation and public infrastructure prevents them from traveling to other counties to seek jobs. In Chatham, which is more urban/densely populated, and slightly more prosperous, over-enrollment has resulted from a push to enroll participants and exit them to employment, since jobs are more plentifully available there.

SCSEP Grantee
Equitable Distribution (ED) Report

OMB Control Number: 1205-0400
Expiration Date: 03/31/2015

III. Plan to improve ED in your grant during program year

[Please explain your plans to reduce the variance in your grant during the program year.]

In the counties where we have the greatest under-enrollment, we will target potential participants through public service notices in local newspapers, and the placement of promotional materials in the offices of our partner stakeholders in the state workforce system and in other centrally-located community locations where potential participants are likely to spend time. In addition, we will also be holding Enrollment Application Days in areas where there are negative variances. In preparation for the Enrollment Application Days we will be doing PSA's, and Email Blasts to participants, Host Agency Supervisors, and Community Partners (i.e. Career Centers, Community-based organizations, Veteran Services organizations, Minority Services organizations, etc.).

In our over-enrolled counties, we will emphasize job development, job clubs, and skill training, and continue to cultivate relationships with potential employers in an effort to exit participants to employment and reduce positive variance. All of our ETCs in counties with over- and under-enrollment may be provided additional resources as needed to reduce variance.

IV. Attach copy of Grantee ED Table from SCSEPED.org.

Statewide Summary	AP	E	V	# Counties	# Under	% Under	Avrg.% Und. E	# Over	% Over	Avrg.% Over E	#Over Under	%Over Under	Total V/AP
State Grantee	198	197	-1	47	24	51.1%	41.9%	14	29.8%	56.7%	38	80.9%	38.9%
National Grantees	772	690	-82	137	74	54%	38.9%	41	29.9%	43.6%	115	83.9%	37.3%
Total ED Grantees	970	887	-83	158	90	57%	37.8%	44	27.8%	40.5%	134	84.8%	35.4%
Set-aside Grantees [S]	0	0	0	0	0	0%	0%	0	0	0	0	0%	0%
EW	437	367	-70	110	58	52.7%	45.8%	28	25.5%	39.5%	86	78.2%	38.4%

This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-0040. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number. Public reporting burden for this collection of information required to obtain or retain benefits (PL 109-365 Sec 501-518) is estimated to average 3 hours per response; including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing this burden, to the U.S. Department of Labor, Office of Workforce Investment, Room C-4510, 200 Constitution Avenue, NW, Washington, DC 20210 (PRA Project 1205-0040).