Division of Aging and Adult Services Policy and Procedures Manual	Section 502
mother-in-law, father-in-law, aunt, uncle, niece, nephew, steppa stepchild, grandparent and grandchild.	arent,

502:050 **Participation in SCSEP Time Limit** 3 - 1 - 18

Effective July 1, 2007, an individual may remain in SCSEP for up to 48 lifetime months. Current participants will be informed about the new durational limitation on enrollment in the program which began July 1, 2007. For new participants, it will be their enrollment date after June 30, 2007. (Individual participant waiversmay be granted based upon the Individual Durational Limit Policy.)

Beginning July 1, 2007, Arkansas has an overall average participation cap of 27 months. In certain cases, a waiver may be requested that allows up to a 36-month average participation rate.

- 502.060 **Unsubsidized Employment** 4 - 17 - 12
 - Α. Subgrantee shall provide assistance to each participant to obtain unsubsidized employment as soon as is practical in order to provide additional opportunities for other eligible individuals with the funds available.
 - Β. Subgrantee shall refer individuals who may be placed directly in unsubsidized employment to an employment provider or local one-stop for job placement under Workforce Investment Act.
 - C. Subgrantee shall encourage host agencies to hire participants when a position becomes vacant for which the SCSEP participant would qualify for.
 - Subgrantee shall encourage host agencies to assist participants in finding D. unsubsidized employment by referring those to job openings they know are available in the community, as well as providing those participants with references.
 - E. Subgrantee shall follow up on each participant placed in unsubsidized employment as close to the beginning of the first quarter after the quarter the participant exited. The second follow-up should be scheduled for the first day of the fourth quarter after the quarter the participant exited to verify retention and earnings. The third follow up is conducted in the fourth quarter after the participant exited for all participants who had wages in the first quarter after the quarter of exit to verify retention in unsubsidized employment at one year.