



**West Tennessee Workforce
Development Board**
www.westtennesseecareers.org

P. O. Box 264
1527 White Avenue
Henderson, TN 38340
Phone: 731-989-0533
Fax: 731-983-3149

Craig S. Butler
Board Chair

Jimmy Bell
Director

Local Workforce Development Area 11 Policy Memorandum # 17-22

Subject:

Senior Community Service Employment Program (SCSEP) – Participant Wage

Purpose:

The purpose of this memorandum is to provide guidance regarding the minimum hourly wage rate required to be paid to SCSEP participants.

References: Section 641.565(a)(2) of SCSEP Final Rules; Workforce Services Policy – SCSEP Participant Wage TN-WIOA (16-7)

Background:

As stated in Section 641.565(a)(2) of the SCSEP Final Rules, “the highest applicable wage for SCSEP participants is either the minimum wage applicable under the Fair Labor Standards Act of 1938; the State or local minimum wage for the most nearly comparable covered employment; or the prevailing rate of pay for persons employed in similar public occupations by the same employer.”



® A UNITED WAY AGENCY OF WEST TENNESSEE INC. AGENCY

Policy:

LWDA-11 will follow the policy that each SCSEP participant will be paid the Federal minimum wage (currently \$7.25) per hour while actively participating in SCSEP.

Action:

SCSEP participants will submit timesheets bi-weekly and will be reimbursed for hours worked during the pay period at minimum wage (currently \$7.25) per hour.

SCSEP is a training program and therefore, participants are not considered employees of sub-grantee or their Host Agency while participating in the program and will not receive any benefits. Unallowable costs under SCSEP are as follows:

- Compensation or payment for unused benefits such as sick leave or holidays
- Payment into a retirement system
- Cost of pension benefits

Contact:

Questions regarding this policy should be addressed to Jimmy Bell, LWDB-11 Director, at SWHRA, 1527 White Avenue, P.O. Box 264, Henderson, TN 38340. Phone: (731) 983-3688. Email: jbelle@swhra.org.

Effective Date: July 1, 2017

Expiration Date: Until further notice

Approved: 
Jimmy Bell, LWDA-11 Director