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**PROGRAM MEMO****TO:** Title V/Senior Community Service Employment Program Subgrantees**NO:** PM 22-01 REVISED**ISSUED:** January 28, 2022**EXPIRES:** Until Superseded or Rescinded**PROGRAMS AFFECTED:** Title V/Senior Community Service Employment Program (SCSEP)**SUPERSEDES:** PM 22-01 issued January 7, 2022**SUBJECT:** Updated Guidance for Returning to In-Person Service Delivery of Title V/SCSEP**Purpose**

This revised Program Memo (Revised PM) provides updated guidance to the California Department of Aging's (CDA) Title V/SCSEP subgrantees and supersedes the guidance issued in the January 7, 2022 PM 22-01: *Updated Guidance for Returning to In-Person Service Delivery of Title V/SCSEP* (PM 22-01). This Revised PM further extends Emergency Paid Sick Leave (EPSL) and the limitations on that extension.

**Background**

On January 7, 2022, CDA released PM 22-01, acknowledging specific obstacles and challenges SCSEP subgrantees experienced with transitioning all participants from EPSL into training and community service assignments (CSA) by the January 10, 2022 deadline referenced in PM 21-25: *Guidance for Resuming In-Person Service Delivery of Title V/SCSEP*.

PM 22-01 extended EPSL until January 31, 2022 to promote continued focus on transitioning participants back into training assignments. Since then, SCSEP subgrantees provided CDA with additional feedback on supporting the successful transition of participants to training and CSAs.

**General Guidance: Update to EPSL**

CDA acknowledges some SCSEP subgrantees continue to experience specific obstacles and challenges with transitioning all participants away from EPSL by January 31, 2022, due to the complications that the ongoing COVID-19 pandemic presents. In compliance with the U.S. Department of Labor (DOL) and the guidance provided in [PM 21-25](#), CDA requires subgrantees to make every effort to move away from a reliance on paid sick leave and actively shift toward the provision of training and CSAs conducted remotely or in-person. Based on the survey responses provided by the SCSEP subgrantees, **CDA is allowing an extension of EPSL until March 31, 2022.**

The purpose of this extension is to allow SCSEP subgrantees to continue to focus on transitioning participants back into training and CSA roles. EPSL shall be limited to meeting workplace safety needs based on the ongoing COVID-19 pandemic. The EPSL extension does not preclude SCSEP subgrantees from returning participants to remote or in-person training assignments or from enrolling new participants to fill vacancies. Despite the EPSL extension, CDA expects SCSEP subgrantees to continue making every effort to move away from a reliance on paid sick leave toward the provision of training and remote or in-person CSAs where feasible and consistent with state and local laws and public health orders.

CDA will continue to work closely with SCSEP subgrantees to address their specific obstacles and challenges in order to ensure that all participants are able to transition off EPSL by the extension deadline.

In all circumstances, SCSEP project staff must remember that SCSEP is a person-centered program and must implement the EPSL policy equitably to all participants.

### **Inquiries**

For Title V/SCSEP inquiries, email: [TitleV.SCSEPUnit@aging.ca.gov](mailto:TitleV.SCSEPUnit@aging.ca.gov).

          /s/

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