



AMERICAN INDIAN CENTER OF ARKANSAS
400 West Capitol Ave, Ste. 1391 Little Rock, Arkansas 72201
(501) 666-9032 Fax (501)666-5875 (800) 441-4513
www.AICAgO.org

Dear SCSEP Applicant,

Thank you for your interest in the Senior Community Service Employment Program (SCSEP). SCSEP is a part-time program for all low-income persons aged 55 and over who have poor employment prospects.

- Program participants receive: Paid training-20 hours a week at \$11.00/hr.
- Assistance with job search
- Assistance with developing new skills
- Opportunity to establish current work history
- Supportive services for job placement needs. (Case by case basis).

Enclosed you will find a 5 page SCSEP application and questionnaire.

Please return the following with your application :

- Current year's income documentation for **everyone** in your household.
(Social Security statement, retirement statement, etc.)
- A copy of your Social Security Card
- A copy of your Photo ID (Driver's License, State issued ID, etc)
- Proof of residency, such as a utility bill.

- **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

If you have questions or concerns, please feel free to contact our office.

Best Regards,

Shawna Anderson
SCSEP Director

Sanderson@AICAgO.org

SCSEP PARTICIPANT APPLICATION

Participant Information

1. Last name _____
2. First name _____
3. Middle initial _____
4. Social Security # _____
- 4a. Participant ID _____
5. Home phone (____) _____
- 5a. Cell phone (____) _____
6. Referred by _____
7. Mailing address _____

a. Number and Street, Apt. Number; or PO Box _____

b. City _____

c. State _____

d. ZIP Code _____

e. County _____

8. Participant's e-mail address _____

9. Secondary/Emergency Contact: _____

Phone number: _____

Relationship: _____

10. State of residence if different from mailing address _____

11. Homeless ☐ Yes ☐ No

8a. Urban/rural ☐ Urban ☐ Rural

12. Application date for enrollment or re-enrollment _____ (MM/DD/YYYY)

13. Adequate Connectivity (Internet access) ☐ Yes ☐ No

14. Adequate Device (laptop or smart phone) ☐ Yes ☐ No

Eligibility Information

10. Date of birth _____ (MM/DD/YYYY)

11. Number in family _____

12. Receiving public assistance? (Circle as many as apply)

a. No

c. TANF

e. Suppl. Nutrition Assistance (SNAP)

g. Social Security Disability (SSDI)

b. Supplemental Security Income (SSI)

d. State or local welfare (General Assistance)

f. Subsidized housing

h. Other specify _____

Unemployment Compensation claim ☐ Yes ☐ No

SCSEP PARTICIPANT APPLICATION

Employed prior to participation?

- ☐ i. Employed ☐ ii. Employed, but with notice of termination ☐ iii. Not employed

13. Total includable family income (12-month or 6-month annualized)

\$ _____

14. Family income at or below 100% of poverty level? ☐ Yes ☐ No

15. Formerly a participant in any SCSEP project? ☐ Yes ☐ No

16. *Transferred from another project? ☐ Yes ☐ No

If yes, specify prior grantee code _____

Date of transfer _____

17a. *Change of sub-grantee? ☐ Yes ☐ No

If yes, specify prior sub-grantee code _____

Date of change _____

Other Personal Characteristics and Information

17. Gender ☐ Male ☐ Female ☐ Did not voluntarily report

18. Ethnicity: Hispanic, Latino, or Spanish origin?

☐ Yes ☐ No ☐ Did not voluntarily report

19. Race (Check as many as apply)

☐ a. American Indian or Alaskan Native

☐ b. Asian

☐ c. Black, African American

☐ d. Native Hawaiian/Pacific Islander

☐ e. White

☐ f. Did not voluntarily report

20. Education _____ last grade completed (Select one code from following list)

00=no grade school

1-11 years of school

A11=completed 12 years of
school but no HS diploma

12=HS diploma

88=GED or certificate of equivalency for HS

13-15 years of school completed (1-3 years of college)

16=BA/BS or equivalent

17=education beyond a bachelor's degree

18=master's degree

19=doctoral degree

21=vocational/technical
degree

22=associate's degree

21. Low Literacy Skills ☐ Yes ☐ No

22. Limited English Proficiency (LEP) ☐ ☐
(English is not your primary language)

SCSEP Participant Application

23. If LEP, please specify primary language _____ (Select one code from following list)

- | | | | |
|---------------------|------------------|------------------------------|-----------------|
| 10. Amharic | 20. Hebrew | 30. Mon-Khmer (Cambodian) | 40. Spanish |
| 11. Arabic | 21. Hindi | 31. Navajo | 41. Tagalog |
| 12. Armenian | 22. Miao (Hmong) | 32. Persian (including Dari) | 42. Thai |
| 13. Bosnian | 23. Italian | 33. Polish | 43. Urdu |
| 14. Cantonese (Yue) | 24. Hungarian | 34. Portuguese | 44. Vietnamese |
| 15. French | 25. Ilocano | 35. Punjabi | 45. Yiddish |
| 16. French Creole | 26. Japanese | 36. Russian | 46. Other _____ |
| 17. German | 27. Korean | 37. Samoan | |
| 18. Greek | 28. Laotian | 38. Serbo-Croatian | |
| 19. Gujarathi | 29. Mandarin | 39. Somali | |

25. Veteran (or eligible spouse of veteran)?

- ☐ a. Veteran ☐ b. Eligible spouse of veteran ☐ c. Non-covered person
If veteran, post-9/11 era veteran? ☐ Yes ☐ No

26. Disability?

- ☐ Yes, self-report ☐ No
☐ Yes, documentation ☐ Did not voluntarily report

27. At risk of homelessness? ☐ Yes ☐ No

28. Displaced homemaker? ☐ Yes ☐ No

29. Failed to find employment after using WIA Title I? ☐ Yes ☐ No

30. Low employment prospects? ☐ Yes ☐ No

30a. Formerly incarcerated? ☐ Yes ☐ No

30b. Ex offender ☐ Yes ☐ No

Greatest Social Need ☐ Yes ☐ No

Other Significant Barrier to Employment ☐ Yes ☐ No

Low Income Status at Program Entry ☐ Yes ☐ No

Personal characteristics comments:

SCSEP Participant Application

Certification

I hereby certify that the above information is true and accurate to the best of my knowledge and belief. I understand that if I intentionally provide inaccurate information, I may be terminated from the SCSEP program and may be subject to legal penalties.

32. Signature of applicant

33. Date of signing

_____ (MM/DD/YYYY)

AR SCSEP IEP Questionnaire

- 1) Tell me a little about yourself.
- 2) What is your employment goal?
- 3) What new skills would you like to learn that would make you successful in achieving your employment goal?
- 4) Is there anything preventing you from finding your dream job right now?