

**17—10.2 (231) Definitions.** Words and phrases used in this chapter shall be as defined in 17—Chapter 1 unless the context of the rule indicates otherwise. The following definitions also apply to this chapter.

*“Assessment of job skills”* means a process by which the senior internship program coordinator develops a written history of the work experience and related qualities that an individual possesses that would make the individual marketable as an employee.

*“Authorized position”* means an enrollment opportunity with the Community Service Employment Program, or Title V, allocated by the department during a program year.

*“Community service assignment”* means part-time, temporary training paid with grant funds in projects at host agencies through which eligible individuals are engaged in community service and receive work experience and job skills that can lead to unsubsidized employment.

*“Equitable distribution”* means the ratio of the total Title V authorized positions operated by the department and national sponsors compared to the number of authorized positions established on the basis of the eligible population.

*“Host agency”* means a public agency, private nonprofit organization, or private sector employer, other than a political party, exempt from taxation under Section 501(c)(3) of the Internal Revenue Code, which provides a training site and supervision for a participant.

*“Individual employment plan”* or *“IEP”* means the plan developed in partnership with a participant to reflect the participant’s needs as indicated by the assessment, as well as the expressed interests and desires of the participant.

*“Low income”* means any person or persons whose actual individual or family income is not more than 125 percent of the poverty guidelines issued annually by the Department of Health and Human Services (DHHS) in accordance with Section 507(2) of the Older Americans Act.

*“National sponsor”* means Experience Works, AARP, Senior Services of America, Inc., or any other national organization which is allocated positions by the U.S. Department of Labor.

*“One-stop delivery system”* means a workforce system connecting employment, education, and training services into a coherent network of resources at the local, state, and national levels.

*“Participant”* means an individual who is determined to be eligible for the SCSEP, is given a community service assignment, or is receiving any services funded by the program.

*“Physical examination”* means a medical examination performed by a physician or a medical professional under the supervision of a physician to determine if a participant is capable of fulfilling the duties of a training assignment.

*“Physical examination waiver”* means a signed statement by a participant or an applicant which verifies that the participant or applicant was offered the opportunity to take a physical examination but refused.

*“Quarterly progress report”* means the report on participant activity and characteristics submitted to the U.S. Department of Labor from information gathered from the subproject sponsors at the end of every three-month period during the fiscal year.

*“Senior Community Services Employment Program”* or *“SCSEP”* means the U.S. Department of Labor’s commonly referred to name for the Title V program.

*“Senior internship program”* or *“SIP”* means the program established under Iowa Code section 231.52.

*“Senior internship program coordinator”* means a person employed by the subproject sponsor whose responsibility is to develop jobs, advocate for the employment of eligible individuals, and provide employment services for eligible individuals, including Title V participants.

*“Subproject sponsor”* means a public or private nonprofit organization that provides program services on behalf of the grantee. Subproject sponsors are required to follow all applicable laws, rules, regulations and policy advisories.

*“Supportive services”* means services to enable a participant to successfully participate in the community services employment program which may include the payment of reasonable cost of transportation, health and medical services, special job-related or personal counseling, incidentals (such as work shoes, badges, uniforms, eyeglasses, and tools), child and adult care, temporary shelter, and follow-up services.

*“Termination”* means a separation from the program.

*“Title V”* means that portion of the federal Older Americans Act with that designation.

*“Training site”* means the actual location where participants perform their duties.

*“Unsubsidized employment”* means a position where wages, fringe benefits and other expenses for a terminated participant are not paid with SIP funds.

*“Workforce Investment Act of 1998”* means the law providing the framework for a national workforce preparation and employment system designed to meet both the needs of the nation’s businesses and the needs of job seekers and those who want to further their careers.