



SCSEP subgrantees must coordinate appointments that allow for <u>direct, face-to-face interaction</u> with the job seeker.	
Option 1	Meet in person. Job seeker will provide hard copies of all source documentation – <i>expected and strongly preferred by the Center.</i>
Option 2	Meet remotely via video conference. Job seeker will transmit all required documentation by submitting electronically or by mail, including required signatures (ex: via printing forms, signing, and scanning/emailing back). IMPORTANT: Any electronic transmittal of documents must be conducted through a secure and encrypted process to protect Personally Identifiable Information (PII).