

assistance services to farmworkers (except those housing assistance supportive services provided through a housing assistance grant). Include a description of how the need for related assistance services will be determined. The description should discuss whether the criteria used to determine the need for related assistance services differs among migrant and seasonal farmworker groups, what the differences are and the rationale for the differentiation.

Also describe the applicant's strategy for minimizing the use of NFJP funds for related assistance services and significantly increasing funding from other sources that are the traditional resource in rural communities of the state for providing supportive services.

### 3. Electronic Reporting

The NFJP program is required to use electronic reporting via the Internet. In this section, applicants' should describe the applicant's capacity to provide the equipment, access and staff qualified to perform on-line reporting. In addition, describe the applicant's capacity to provide all case management staff and others, as appropriate, with electronic tools such as PCs, software for word processing and spreadsheets, individual e-mail accounts, and Internet access with an agency provided ISP.

**Note:** PY 2003 grantees will be required to provide personal computers, individual e-mail accounts and Internet access for all customer service staff. For purposes of this SGA, customer service staff are those personnel who have or make the contacts with farm worker customers to conduct outreach, recruitment, objective assessment, testing, counseling, individual employment planning, job training planning, placement and follow-up.

### D. Activities and Services Proposed for the State Service Area

This section calls for information that describes the proposed service approach in detail and elaborates on other aspects of the program design other than those provided in the qualifications statements under Sections A through C.

The proposed service plan should describe in detail the major program activities proposed for the service area for PY 2003 (July 1, 2003–June 30, 2004).

The applicant's proposal should show how the program activities described in this Section are intended to achieve the NFJP's objectives for PY 2003, as defined in this solicitation's Purpose and Background Section:

- Development of workforce investment service arrangements that lead to co-enrollment of migrant and seasonal farmworkers in WIA Title I

formula funded adult and dislocated worker services, and services provided by other One-Stop partner agencies.

- Development of the training strategies and provision of the specific skill training that enable farmworkers to transition into higher skilled and higher paid employment, either in agriculture or outside the industry. These training strategies should also target employment with high growth potential.

- Improvement of English language proficiency of farmworkers who are not bilingual, and achievement of competencies for farmworkers who are basic skills deficient.

- Enabling farmworkers to become proficient in basic computer skills and using the Internet as a source of information on job and training opportunities.

The applicant's proposal should include the following information and descriptions and discuss how the plan of service achieves the above objectives:

**Service strategy:** Provide a brief statement of vision, strategy, goals and objectives that guide the proposed plan of services for farmworkers and the results expected to be achieved from implementing the strategy. Also, identify opportunities to strengthen the service strategy through new partnerships (e.g., with faith-based and community-based organizations). The strategy and the service plan should strengthen migrant and seasonal farmworkers' ability to obtain or retain employment through activities that stabilize their agricultural employment, prepare them for higher-skill, higher-paid jobs within or outside of agriculture, or prepare them for success as entrepreneurs. The service strategy must describe how it reflects the result of collaboration with Local Workforce Investment Boards and complements the workforce development strategies and services presented in the local workforce investment plan. Discuss how the services strategy expands workforce and related services available to farm workers due to closer coordination between the Section 167 service strategy and plan and the local workforce investment plan.

If the applicant is a Local Workforce Investment Board (LWIB), a One-Stop Career Center operator applying on behalf of a LWIB, the application must demonstrate how the service strategy integrates services provided by all One-Stop partners, especially services provided by Section 167 grantees resulting in an enhancement of the workforce and related services provided to farmworkers.

1. State service area: Identify the state service area. If the proposal is for less

than the entire agricultural area of the state, identify the geographic areas of the state where the organization proposes to operate. Provide the rationale for supporting the geographic area selected.

2. Program plan of service: Include an estimate of the number of migrant and seasonal farmworkers, respectively, who will be provided training services. Additionally, provide an estimate of the number of migrant and seasonal farmworkers, respectively, who will be provided related assistance services (excluding housing assistance). For the specific activities included in the plan, describe the program of services proposed according to the following categories:

(a) Outreach and recruitment: Describe strategies for conducting outreach and recruitment for eligible migrant and non-migratory farmworkers, respectively. Include descriptions of the specific types of places, such as through faith-based or community-based organizations, where outreach and recruitment will occur.

(b) Case Management: Describe the proposed customer-centered case management system. Include specific details, such as information about the staff's responsibilities for managing the case management system, the community resources that are available to staff, and the staffs' capacity for developing those resources through alliances and other joint endeavors, such as participation in the One-Stop system, in order to expand the availability of services for farmworker customers.

(c) Core Services: Describe how the organization expects to provide core services as a One-Stop Career Center, or in partnership with the local One-Stop Center, and the workforce investment delivery system in the service area. Briefly explain the eligibility determination system and how service priorities are determined.

(d) Intensive Services: Describe the intensive services proposed, the strategy for providing those services, and how the One-Stop system will be involved in the provision of services. Intensive services are defined in WIA section 134(d)(3) and 20 CFR 669.370 and include such activities as group and individual counseling, skill assessment, work experience, objective assessment and supportive services.

The description must include the proposed strategy for providing Individual Employment Plans, described at 20 CFR 669.400; case management, and must specifically address how the organization proposes to incorporate case management