


MEMORANDUM

DATE: December 30, 2020

TO: Local Workforce Development Board Executive Directors with Significant Migrant and Seasonal Farmworker Offices

FROM: Casey Penn, Chief, Bureau of One-Stop and Program Support 

SUBJECT: MSFW Outreach Plan for Program Years 2020 through 2024

Florida's [Workforce Innovation and Opportunity Act \(WIOA\) Unified Plan](#) includes the State's Agricultural Outreach Plan (Section VII.(e)). Local workforce development boards with one or more designated significant Migrant and Seasonal Farmworker (MSFW) career centers must submit a four-year local MSFW Outreach Plan for Program Years 2020 through 2024 (July 1, 2020 – June 30, 2024) that aligns with the outreach activities and goals described in the Unified Plan. The attached instructions are being provided for further guidance.

Please submit your MSFW Outreach Plan and attachments in an electronic and searchable format to Minerva.Figueroa@deo.myflorida.com by no later than close of business on March 8, 2021

If you have any questions regarding this memorandum, please contact Minerva Figueroa at (850) 921-3372 or via e-mail at Minerva.Figueroa@deo.myflorida.com.

CP/mf

Attachments: [MSFW Outreach Plan Instructions](#)
[MSFW Outreach Goals](#)

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