

**Memorandum of Understanding
between
CareerSource Southwest Florida
and
Farmworker Career Development Program**

This Memorandum of Understanding (MOU) sets forth the terms of the agreement for cooperation and collaboration between CareerSource Southwest Florida (hereinafter referred to as "CSSWF") and Farmworker Career Development Program (hereinafter referred to as "FCDP") for the delivery of services provided by both entities as outlined in the Workforce Innovation and Opportunity Act (WIOA - Section 167) and the (Florida) Workforce Innovation Act of 2000, and to establish standards of performance through Federal, State, and locally required guidelines.

I. Purpose of this Agreement

- a. Establish the organizational framework to integrate the delivery of program services delivered by the FCDP into the CSSWF system.
- b. Satisfy the requirements contained in the Workforce Innovation and Opportunity Act (WIOA) for a Memorandum of Understanding between CSSWF and the FCDP to provide program career services in a coordinated, seamless, and customer-friendly manner within the locally established CSSWF service delivery system.
- c. Support the Migrant/Seasonal Farmworkers in obtaining training, financial support, and career development or placement in a career.

II. Services

CSSWF maintains centers throughout Local Workforce Development Area (LWDA) 24, which provide services in Collier, Lee, Hendry, Charlotte and Glades counties, and beginning July 1, 2024, in Monroe County. FCDP maintains centers in Moore Haven and Immokalee, which provide services in Collier, Lee, Hendry and Glades counties. FCDP may use space available at the CareerSource Southwest Florida centers in Clewiston and LaBelle, on an itinerant basis. Services will include the following:

a. CareerSource Southwest Florida

- Referral of qualified candidates to the FCDP, and access to other programs, activities, and support services provided by various partners.
- Referrals for more intensive training and support services may be extended to individuals with special needs and barriers to employment.
- FCDP customers may explore work preparation and career development services and have access to information on a range of employment, training, and adult and occupational education programs both on-site and through electronic systems such as the Employ Florida (EF).
- FCDP customers have access to career, skill, employment, and training information to obtain the services and skills they need to enhance their employment opportunities, based on their individual needs. CSSWF will provide placement support opportunities for FCDP participants when appropriate.
- CSSWF will provide one member to serve on the FCDP Advisory Board.
- Other services include resume preparation/interview techniques, job placement assistance, workshops, and access to computers, fax, copier, and phones for job search.

b. Farmworker Career Development Program

Provides services through Immokalee Technical College by offering:

- Outreach, intake, orientation, eligibility determination, assessment, and counseling, as well as emergency services and referrals for farm workers to CSSWF.
- Assessments of customer using various means—TABE, My Career Shines and CASAS.
- Career determination and development of an individual employment plan for eligible farm workers.
- Support for training services, which may include ESOL, GED, or Post-Secondary Certificate programs, will be made available through the most appropriate facility in the LWDA 24 area.
- Provide CSSWF quarterly with FCDP participant list of those who will exit a PSAV or GED program and are ready for employment.

c. Joint Services

- CSSWF and FCDP staff will work together to build training and placement plans for co-enrolled participants.
- CSSWF and FCDP have created/developed a referral process to share participants and resources and to better communicate between each organization's programs.
- CSSWF and FCDP will use EF as the shared database system.

Both the CSSWF and the FCDP are governed by their respective legislative mandates under WIOA, specific program mandates and directives and the parameters of the subsequent funding received from third party sources to benefit the participants. Either party may make changes to these arrangements within 30 days via written notice.

In WITNESS WHEREOF, CSSWF and FCDP have made this Agreement. The term for this Memorandum of Understanding (MOU) is July 1, 2024 through June 30, 2026.

CareerSource Southwest Florida

By: _____

Peg Elmore, President/CEO

Date

6/24/24

Farmworker Career Development Program

By: _____

Dorin Oxender, Director

Date

6/18/24