

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION ES/MSFWs
	CORRESPONDENCE SYMBOL OWI
	DATE March 29, 2004

ADVISORY: FIELD MEMORANDUM NO. 7-04

TO: ALL REGIONAL ADMINISTRATORS
/s/

FROM: JACK H. RAPPORT
Administrator
Office of Field Operations

SUBJECT: Program Year 2004 Services to Agricultural Customers

1. Purpose. To advise the regions that Agricultural Services Plans will not be required for Program Year (PY) 2004. Agricultural Services Plans for PY 2003 will be automatically extended to cover PY 2004.

2. Reference. The Workforce Investment Act of 1998 (WIA); 20 CFR 652.211, 652.212, 652.213, 653.107, 653.112, and 661.230.

3. Background. WIA requires that basic labor exchange services be provided through the One-Stop delivery system. While the Department has always maintained that the Agricultural Services Plan should be drafted in coordination with each state's WIA plan, we have always issued stand-alone guidance. When WIA is reauthorized, the Department plans to issue consolidated planning guidance. Therefore, stand-alone Agricultural Services Plan guidance will not be issued for PY 2004.

4. Services to Agricultural Customers. Migrant and Seasonal Farmworkers (MSFWs) are to receive services that are "qualitatively equivalent and quantitatively proportionate" to the services provided to other customers. Service delivery strategies need to take into account the unique needs of MSFWs. To the extent that the service delivery strategies enumerated in each state's PY 2003 Agricultural Services Plan would provide quality services to MSFWs in PY 2004, those plans will be extended to cover PY 2004.

States may update their PY 2003 plans as they deem necessary, but are not required to submit a new PY 2004 Agricultural Services Plan. Significant Office designations will

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remain the same unless a state or region has documented reasons to alter these designations. States wishing to submit an updated PY 2003 Agricultural Service Plan should send it to the appropriate Regional Office by June 1, 2004. A copy of the submitted plan should also be sent by electronic mail to the National Monitor Advocate, Erik Lang, at lang.erik@dol.gov.

5. **Action Required.** Regional Administrators are requested to disseminate this information to the states.

6. **Inquiries.** Any questions concerning this request should be directed to Dorrie Russell at (202) 693-2781 or via e-mail at russell.dorrie@dol.gov.