

**Florida Farmworker Jobs and Education
Competitive Grants FY 2013-2014**

Question and Answers

Question #1: Who should sign the DOE 599 form which is submitted with the application?

Answer #1: The Finance Officer or Authorized Representative for the Finance Officer must certify and date the DOE 599 form for submission with the application.

Question #2: Who should send the notice of Intent-to-Apply to the Department of Education?

Answer #2: Any agency head, their designee, project coordinator, and/or executive director may send the notification as an e-mail message and should include a return e-mail address. Providing the Intent-to-Apply is not required for an application to be considered, but assists the applicant by assuring receipt of answers to Frequently Asked Questions and competition updates. Also, eligible organizations which file Intent-to-Apply are not required to submit an application.

Question #3: Can applicants apply for the portion of funds available/allocated to a single county or must the applicants apply for the total allocation per Region as stated in Attachment B?

Answer #3: Yes, applicants may apply to service one county and/or Regional Workforce Board. However, it is permissible to only service the county with the highest concentration of farmworkers and still apply for the full allocation.

Question #4: Does the applicant have to obtain a Memorandum of Understanding (MOU) from every Regional Workforce Board included in the Region (attachment B) where the program will provide services?

Answer #4: Yes, applicants must obtain an MOU for each Regional Workforce Board in which Farmworker Jobs and Education services are provided.