

Declaration of Intent to Work in Agriculture

(Hot Sheet)

CF/R-21 Revised 1/12

(Mandatory)

A Declaration of Intent to Work in Agriculture form is to be maintained for a family that **has moved for the purpose of engaging in agricultural work and they do not meet the over 50% agriculture requirement but** is found to be potentially eligible based on the intent to work in agriculture.

1. Head Start staff will interview the family. If the family is found to be potentially eligible based on their intent to work in agriculture, the family will fill out the “Declaration of Intent to Work in Agriculture” form and will be registered for the MSHS Program.
2. The family will be informed that they have forty-five (45) calendar days from their child’s first day of enrollment to obtain employment in agriculture – enter this date in the “secured by” section; they must notify the Head start staff when they begin to work in agriculture; if employment in agriculture is not obtained, their services will be terminated; and the Head Start staff will make every effort to transition them to an alternative childcare program.
3. Check option that applies:
 - a) Currently working in agriculture.
 - b) Seeking new employment in agriculture.
 - c) Seeking work with previous employer.
 - d) New family in program seeking agricultural work.
 - e) Other, include a brief explanation (i.e. recently moved, less than 50% agricultural income, newly employed in agricultural work)
4. Enter staff member’s name, phone number, agency name, who will be notified as soon as agriculture employment begins.
5. Enter date by which agricultural employment must be obtained.
6. Parent signature and date is required.
7. Staff signature and date is required.

Retain this form in the Family File.