

SO, YOU ARE PLANNING A TARGETED IDR EFFORT?

Tips and Ideas to use when Planning
and Implementing the Effort



definition

[def-uh-nish-uh n]

noun

1. the act of defining, or of making something definite, distinct, or clear.
2. the formal statement of the meaning or significance of a word, phrase, idiom, etc., as found in dictionaries.
3. the condition of being definite, distinct, or clearly outlined.

otics. sharpness of the image formed by an

4 Television. the accuracy of

WHAT DO YOU MEAN BY A SWEEP OR EFFORT?

- Anytime you bring in other staff for other areas to assist in recruitment of an areas that is not their normal area to cover.

BEFORE AN EFFORT IS EVER PLANNED....

- You should determine your purpose.
- The purpose should clearly show the need to bring in additional staff and it should be targeted to meet the objective in the most cost-effective way.
- We should all be good stewards of MEP funds.





We should never forget the more streamlined we are with IDR the more high-quality services we should be able to provide.



THIS SHOULD BE AN EXERCISE IN MAKING OUR DOLLARS STRETCH.

Why?

EXAMPLE REASONS FOR A SWEEP

- Slow time of the year in most areas and an area of focus is determined to bring more eligible possible students (for example working with poultry or meat processing when seasonal work is not available.)
- Busiest time of the year and there is a chance that eligible families or youth will be missed due to lack of staff in an area.

Why?

EXAMPLE REASONS FOR A SWEEP

- Conducting training in an area where additional support is needed to raise the capacity of the recruiters.
- The need to determine quickly in a new area of what work needs to be done.
- An area has been vacant or limited with recruiting staff and needs to be covered.

FUNDAMENTAL ELEMENTS

SCHEDULING DESIGN

- When it is best to conduct the sweep?
- What season, what time of the month, what time of the week, how long will staff work each day? How far will they travel? Will they work in pairs or alone?



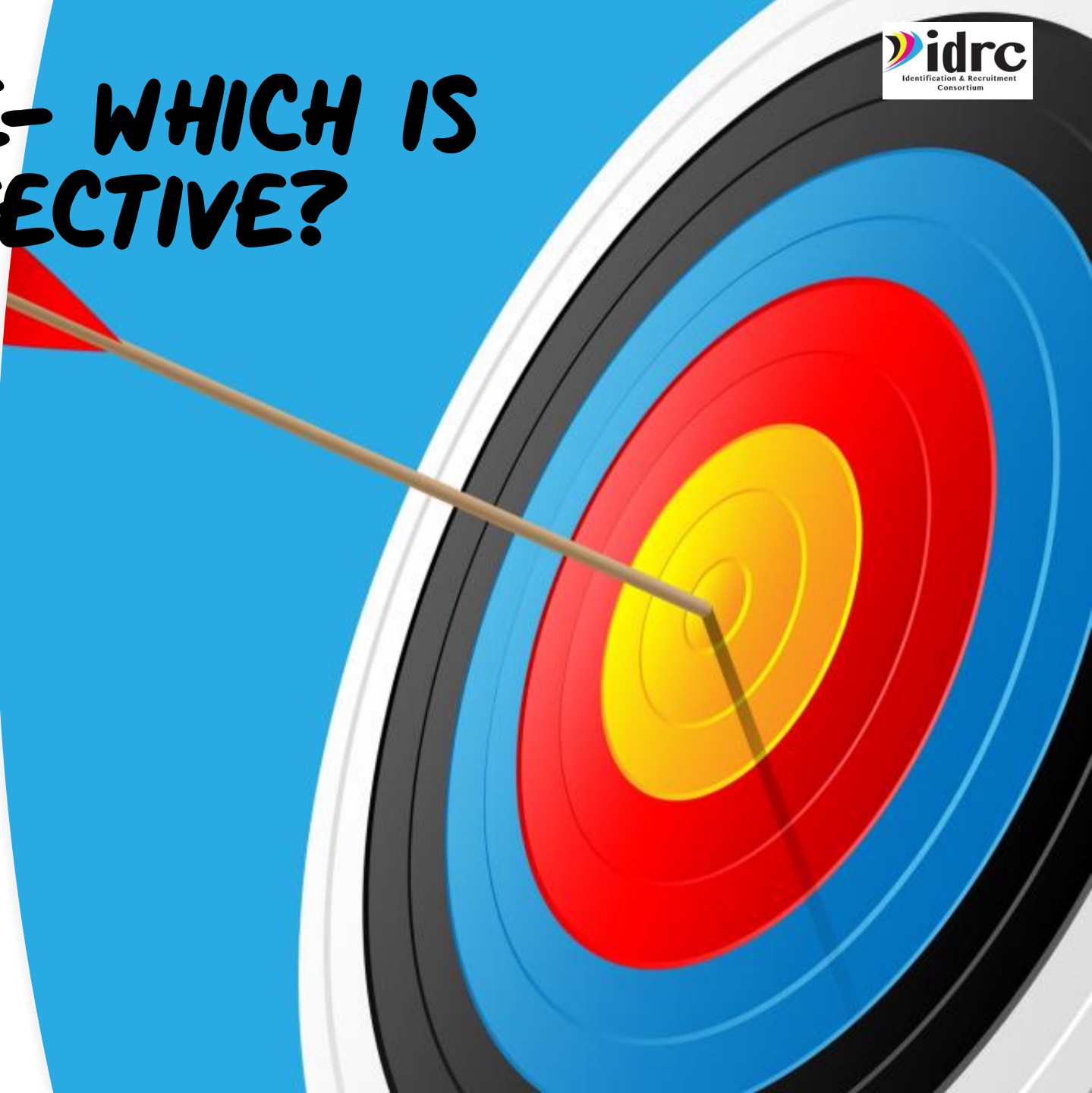
AN EXAMPLE- WHICH IS MORE EFFECTIVE?



- Staff work **8-5** each day and travel two hours to arrive at their destination each day (1 hr break). 40 hours a week.
- Daily Drive- 4 hours
- Work time- 4 hours
- **Weekly Drive time- 20 hours**
- **Weekly work time 20 hours**
- Staff work 10 hours for 4 days (**8 to 7 pm**) and travel two hours to arrive at their destination each day (1 hr break). 40 hours a week.
- Daily Drive- 4 hours
- Work time- 6 hours
- **Weekly Drive time- 16 hours**
- **Weekly work time 24 hours**
- Staff work three (**7 am to 9:15 pm**) 13.25 hour shifts a week. 2 hours drive time and breaks included.
- Daily drive-4 hours
- Work time- 9 hours
- **Weekly Drive time- 12 hours**
- **Work time- 27 hours**

AN EXAMPLE- WHICH IS MORE EFFECTIVE?

- It is extremely important to ensure sweeps get the most in the field work time possible.
- Recruiters should not be traveling long hours and working short hours. Maximize the time. Ensure all of your efforts keep this in focus.



FUNDAMENTAL ELEMENTS

DETERMINE WHO IS YOUR LEAD

- It is super helpful to have an experienced recruiter/trainer as your lead in the field.
- This person should not just be leading from an office but out in the field working with staff as they are conducting the sweep.





SCHEDULING DESIGN- HOMEWORK

- Determine what efforts are best to do in the morning, afternoon, evening.
- Determine what to do if the weather changes.
- Determine what you will do if you need to make changes to the schedule or effort focus day by day.

FUNDAMENTAL ELEMENTS

TRAINING DESIGN

- Determine what types of training your staff need that can be obtained through the effort.
- Determine who is best to provide that training and what activities should be done related to that training in the field.
- For example: Do you have an in-school recruiter who needs to learn how to approach farmers?



FUNDAMENTAL ELEMENTS

FOCUS ON CANVASSING

- Most in field efforts should always look at ways to thoroughly canvass an area while working on your area of focus.
- We will only find all migrant families and youth if we canvass all of the community.



FUNDAMENTAL ELEMENTS

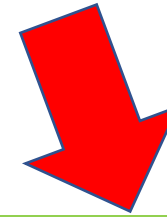
PROVIDE SPECIFIC LOCATIONS AND PLACES THAT SHOULD BE VISITED

- It can be super helpful to have a sweep map with assigned areas.
- Remember to do your homework!
- Make sure it is the right time to send them to these locations and keep track of all places you go.





Agriculture Information Portal



<https://www.idr-consortium.net/portal/AgPortal.html>

Click on a state below to see listings of agriculture resources. If you know of any additional resources or listings that should be listed for your state let us know!

Alabama



Alaska



Arizona



Georgia

(all maps use IDRC as a password)

[MEP State & Regional Contact Information](#)

Farm Labor Contractors List

[March 2022 - List](#)



[Farm Labor Contractors Map](#)

H2a-H2b Lists and Maps

[H2a and H2b Work Listings Spreadsheet](#)



[H2a-H2b Work Listings Map](#)

[H2a and H2b Housing Listings Spreadsheet](#)



[H2a and H2b Housing Maps](#)

[USDA Rural Housing List](#)

Mobile Home Parks

[List of Trailer Parks](#)



[Trailer Park BatchGeo Maps](#)

[USDA Egg Poultry and Meat Processing Inspection](#)

[List](#)* This data is updated on the USDA website weekly. Please review for variances from the list above.

<https://www.fsis.usda.gov/inspection/establishments/meat-poultry-and-egg-product-inspection-directory>



[USDA Egg Poultry and Meat Maps](#)

[HEMP List](#)

State Department of Agriculture Website

<https://agr.georgia.gov/home.aspx>

Relevant Agriculture Associations and Websites

[Georgia Poultry Federation](#)

[Mar-Jac Poultry](#)

[Georgia Poultry Shows](#)

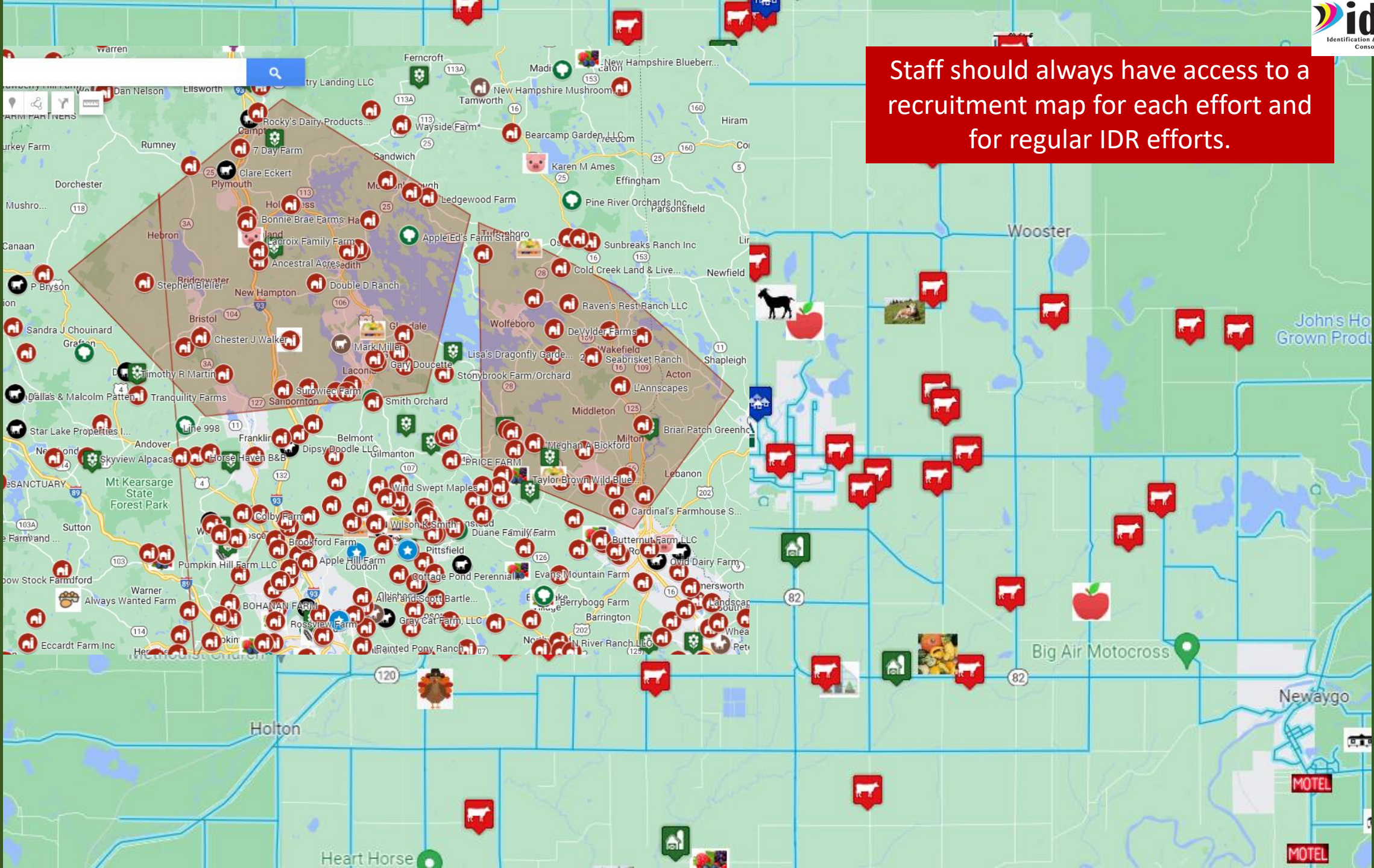
[Georgia Grown](#)

[Georgia Made Georgia Grown](#)

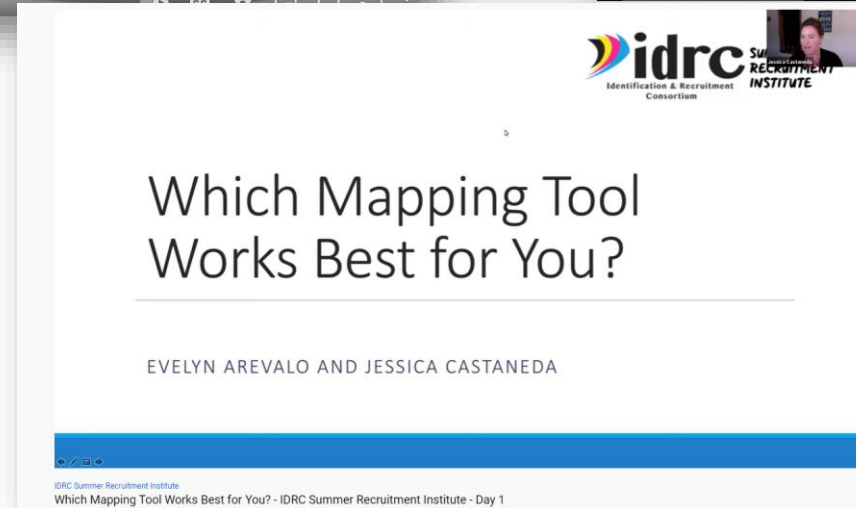
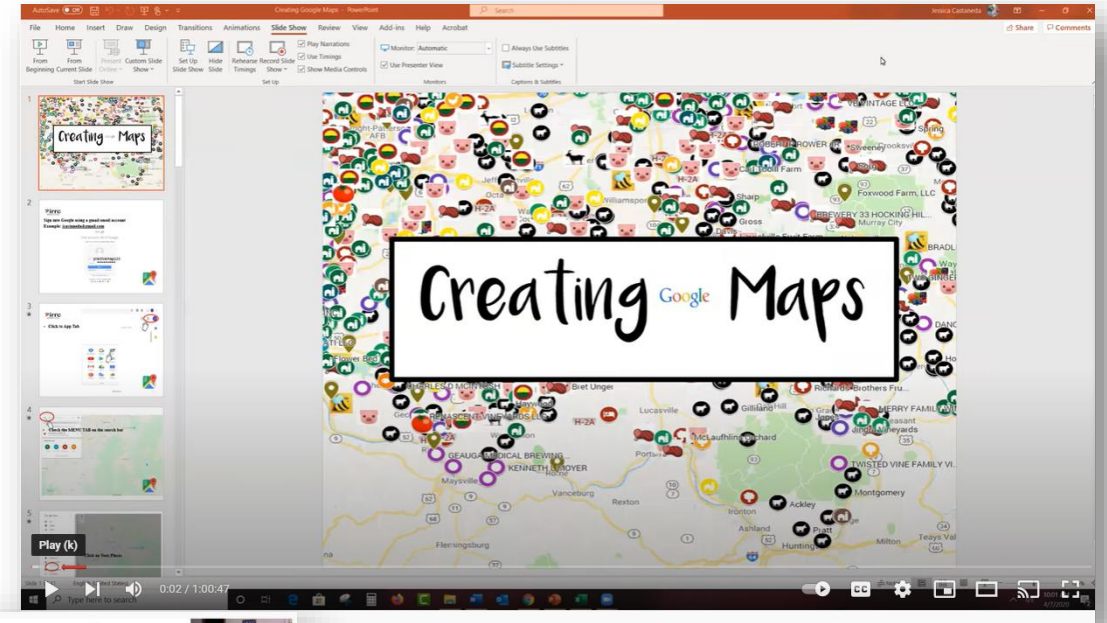
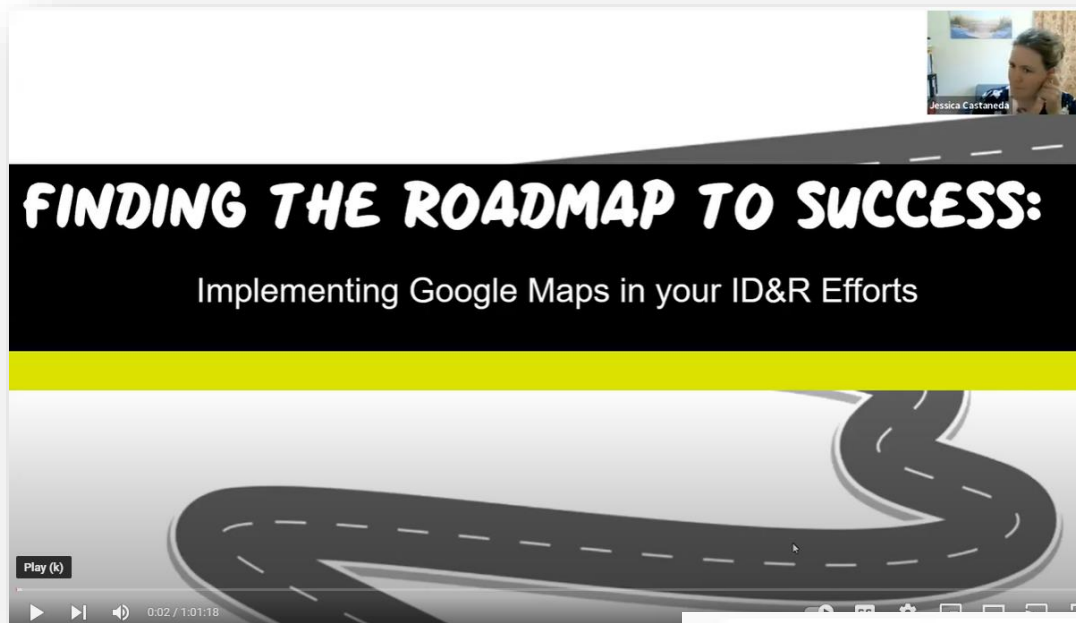
[Georgia Cotton Commission](#)

[Tobacco in Georgia](#)

Staff should always have access to a recruitment map for each effort and for regular IDR efforts.



NOT SURE HOW TO MAKE YOUR OWN MAPS?



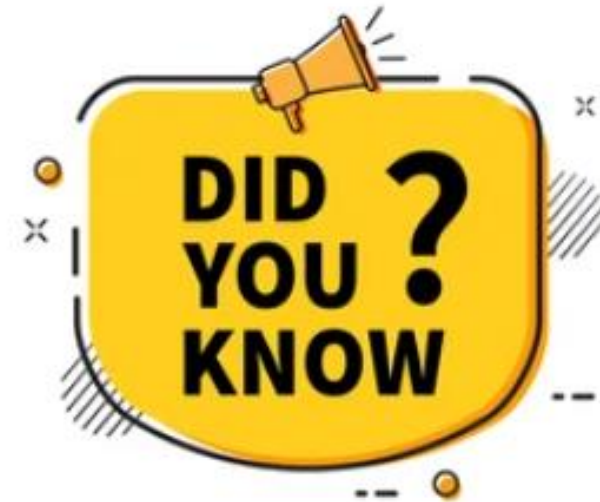
DON'T JUST USE THE MAP

- Recruiters need to know how to use the map to find key places but to also look around as they go from place to place and ask questions. Not all leads are on the map.
- Many are not yet known! This is why asking questions in the community is so important!



WHO KNOWS WHAT IN A COMMUNITY?

- **Churches**- often know information about the general population.
- **Health Programs**- also know about the general population
- **Ag Extension**- knows about agriculture in the community
- **Schools**- know about students moving in and out.
- **Chamber of Commerce**- knows about resources and community information
- **Police**- Know about populations moving in and out, transitional housing, population demographics.
- **Ethnic stores**- know about populations and often work in the area.



FUNDAMENTAL ELEMENTS

USE BALANCED RECRUITMENT TECHNIQUES

- Balanced recruitment means you will canvass everything possible.
- Housing, farms and agribusinesses, community partners and do follow up on leads from the school.



BALANCED RECRUITMENT



Working with Schools

This training covers insights and ideas on how to work with schools on the state, district, and local level.



Working with Agriculture

Learn how to work with the farms, agribusinesses, fishing and other industries in your state.

BALANCED RECRUITMENT



Canvassing Housing

This training covers insights and ideas on how to thoroughly canvass housing locations in your area.



Working in the Community

Learn more about conducting community ID&R efforts and developing partnerships with community agencies.

FUNDAMENTAL ELEMENTS

KEEP GOOD RECORDS OF THE EFFORT

- As staff are out and about in the effort keep records of where they visit, who they talk to, outcomes of each visit, information they gather in the community, etc.



FUNDAMENTAL ELEMENTS

**MAKE SURE YOUR EFFORTS
ARE BUILDING FOR THOSE
THAT COME AFTER**

- Make sure staff explain they are there to help.
- They want to do things that will open doors and not shut them.
- So better to ask permission in these cases and build relationships.





LEAVE INFORMATION ALL OVER THE COMMUNITY

- Make sure to have fliers and materials that will help you recruit even after you are gone.
- Send out materials as needed also before the sweep.
- Be strategic on your marketing approach.
- Don't use the same flier for everything.

Who are they eligible for?

Programs for children ages (3 to 5 years) who have recently moved (within the last 3 years) and have gaps in their education due to work in agriculture. These are through the IDRC Education Program and they are completely free.

Programs include but are not limited to: educational resources such as tutoring, financial assistance with high school, job training, emergency programs, language classes, parental engagement programs, health screenings, and more.

You can help improve the future of these children.

Who is eligible?

Youth and children under the age of 21 who have moved in the past 3 years to work in agriculture or to accompany a parent or guardian that has worked in agriculture.



You might have a worker who is eligible...

THINK ABOUT YOUR AUDIENCE.



Who qualifies?

Youth and children under the age of 21 who have moved in the past 3 years to work in agriculture or to accompany a parent or guardian that has worked in agriculture.



What we do

We work with children ages (3 to 21) that have recently moved (within the last 3 years) and have gaps in their education due to work in agriculture. Children often struggle educationally as they move to a new school. We have resources to help through the Migrant Education Program! They are completely free!

These can include but are not limited to educational resources such as tutoring, summer programs, afterschool help, parental involvement programs, health screenings, and more.

**You might
know
someone
who
qualifies...**



How you can help...

We have an easy to use online referral tool at:

<https://idrreferrals.net/>

This is available to send the contact information of a person that might be eligible for the program or a parent who has children who are possibly eligible.

It takes less than 2 minutes to enter their information at this secure site and then our closest staff member will contact the family and determine if they are eligible.



What type of work in agriculture qualifies?

Many different types qualify. These include dairy work, meat processing, field preparation for crops, fruit and vegetable harvesting, work with livestock and much more.

We need your help! You can provide a referral through our secure online system.

<https://idrreferrals.net>

Why Agriculture?

Agriculture workers often move following crop harvests or more frequently than other workers. This can put their children at risk educationally. Many migrant children do not graduate from school. We hope to change this!



All information provided to the program is only used for purposes to determine if a family is eligible for these free services.



MARKETING THAT WORKS WITH ID&R

JESSICA CASTANEDA – IDRC DIRECTOR



Play (k)

0:05 / 42:30

FUNDAMENTAL ELEMENTS

HAVE YOUR STAFF KNOW OF RESOURCES IN THE COMMUNITY THEY ARE WORKING IN.

- This is another area of homework. Figure out possible resources and places that might offer referrals in an area and visit those places in the sweep and share info with those you meet when appropriate.



Click on a state below to see listings of various helpful resources in communities across the country.

Alabama



Alaska



Arizona



FUNDAMENTAL ELEMENTS

**DON'T SEND STAFF OUT
EMPTY HANDED!**



portalstart.html

Select Language | ▾

BACK TO IDRC
STATE RESOURCE
PORTAL

Student & Family Learning Portal

idrc
Identification & Recruitment
Consortium

Click below on a subject to learn more about the resources available. Wondering how to use the portal? Check out this training video.

Pre K- Ages 3-5

Grades K-2

Grades 3-5

FUNDAMENTAL ELEMENTS

MAKE SURE SOMEONE IS RESPONSIBLE TO FOLLOW UP WITH LEADS IN A TIMELY MANNER AFTER THE SWEEP

- Make sure follow up is done after the sweep.
- Assign someone to do that and check to make sure it is completed.



ABCya Math Games grid featuring various math activities like 100 Snowballs, Marble Math, Adventure Man, Base Ten Bingo, Break the Bank, Number Values, Connect the Dots, and Counting Fish.

ABCYa
Play games and learn more math skills!

PBS Kids Math Games Sorting Box featuring a character and colorful sorting bins.

PBS Kids Math Games
Improve your math skills while playing lots of fun games!

DESIGNED FOR PARENTS AND YOUTH AS WELL AS TUTORS

Click on the Subject below to see additional resources.

Funbrain Math Zone featuring various math games like Math Baseball, Tic Tac Toe Squares, and Shape Invasion.

Math Storytime Oh, Ducky Day! featuring a storybook illustration of a duck.

Math's Fun featuring a search bar and colorful math-related icons.

Economics Made Easy featuring a bar chart and the text "Economics Made Easy".

BLS Career Resource Guide featuring a gear icon and the text "Career Resource Guide".

Periodic Table of STEM Occupations featuring a periodic table with STEM-related elements.

Toadstools And Fairy Dust featuring a toadstool illustration.

Popcorn updates and Created playlists featuring various educational video thumbnails.

Wonderopolis featuring a search bar and the text "Explore the World of Wonders".

Kelley Blue Book advertisement with the text "Kelley Knows Cars. From values to repairs, we've got it all." and buttons for "Price New/Used" and "My Car's Value".

Kelley Blue Book
Use this website to find the value or your car or of a car you want to purchase.

Rent.Com advertisement with a search bar for "All Apartments Houses" in "Atlanta, GA".

Rent.Com
Look for an apartment or a house to rent in your community.

Career Exploration! featuring a colorful background and the text "Career Exploration!".

Bureau Of Labor Statistics
What do you want to be someday? Learn about careers and jobs.

Northeast Economy at a Glance featuring a map of the Northeast and the text "Economy at a Glance".

Maps featuring a map of the United States and the text "Maps".

Mapping Your Future
Explore careers, look for colleges, learn about saving for college, etc.

Reading Games featuring a cartoon character and the text "Reading Games".

READING featuring a cartoon character and the text "READING".

Learn to Read featuring a cartoon character and the text "Learn to Read".

WPS Protections for Workers featuring a document icon and the text "Protections for Workers".

Learn featuring a book icon and the text "Learn".

MedlinePlus featuring a medical icon and the text "MedlinePlus".

NextStepU Find Your Path to Success featuring a graduation cap icon and the text "Find Your Path to Success".

MY NEXT MOVE O*NET Interest Profiler featuring a computer monitor icon and the text "O*NET Interest Profiler".

CareerConnection featuring a person icon and the text "CareerConnection".

Summary

- Work to be cost effective
- Determine the need for the effort.
- Always have a plan but deviate from the plan to thoroughly canvass and area.
- Do your homework before the effort to be prepared.
- Be ready to pivot and change plans as needed.
- Ask for leads, resources, and referrals in the community.

Summary

- Be strategic about training efforts.
- Develop the schedule.
- Appoint someone to work on the “homework” before the effort.
- Ensure you have a strong lead in the field when you are conducting the effort.
- Take detailed notes for those who come behind you.
- Make sure you follow up with leads and anything promised!



TRAINING REVIEW

Please fill out the IDRC Training review form by using the link below or the scanning the QR code with the phone's camera

Training title:

Planning a Sweep

https://www.surveymonkey.com/r/IDRCS_taffTrainingEval21-22



CONTACT INFORMATION

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