

CHFS 2nd Party Contract

For Cooperation Agreement

Issued by

Lexington-Fayette Urban County Housing Authority

And

**The Cabinet for Health and Family Services (CHFS)
The Department for Community Based Services**

Point of Contact

Leslie Proctor, Grants Administrator
Office of Administrative Services
Division of Procurement and Grant Oversight
MOU/Grant Branch
275 East Main Street, 4E-C
Frankfort, KY 40621
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LEXINGTON-FAYETTE URBAN COUNTY HOUSING AUTHORITY

300 West New Circle Road • Lexington, KY 40505 • Phone: (859) 281-5060 • Fax: (859) 281-5055

***MEMORANDUM OF UNDERSTANDING (MOU)
TENANT PROTECTION VOUCHERS FOR FOSTER YOUTH TO
INDEPENDENCE INITIATIVE***

This Memorandum of Understanding (MOU) has been created and entered on November 1, 2019 by and between the following parties in relation to the application for Foster Youth Initiative Tenant Protection Vouchers.

Public Housing Authority (PHA):

Lexington-Fayette Urban County Housing Authority
300 West New Circle Road
Lexington, KY 40505

Public Child Welfare Agency (PCWA):

Commonwealth of Kentucky, Cabinet for Health and Family Services, Division of
Community Based Services
272 East Main Street
Frankfort, KY 40621

Continuum of Care (CoC):

Lexington-Fayette Urban County Continuum of Care
Office of Homelessness Prevention and Intervention
101 East Vine Street
Lexington, KY 40507

Acronym and Nomenclature

CoC	Refers to the Lexington-Fayette Urban County Continuum of Care
FYI	Refers to Foster Youth Initiative
HCV	Refers to the HUD Section 8 Housing Choice Voucher Program
TPV	Refers to Tenant Protection Vouchers
HUD	Refers to U.S. Department of Housing and Urban Development
MOU	Refers to this three-party memorandum of understanding
PCWA	Refers to Kentucky's state public child welfare agency: The Cabinet for Health and Family Services, Department for Community Based Services
PHA	Refers to Lexington-Fayette Urban County Housing Authority

1. Introduction and Goals

In entering this MOU:

- a. The PHA and PCWA confirm their commitment to successfully administering the FYI TPV program.
- b. The CoC confirms its commitment to cooperating with and assisting the PHA and PCWA; and
- c. The PHA and PCWA agree to the following goals and standards in administering FYI TPV:
 - i. Compliance with HUD and other federal regulations and requirements
 - ii. Timely and optimal utilization of FYI TPV vouchers for eligible youth and
 - iii. Adherence to the details of this MOU.
- d. The parties commit to dedicating the following staff positions as lead FYITPV liaisons:

PHA: Aldean Pleasant, HCV Manager, Lexington-Fayette Urban County Housing Authority

PCWA: Paula Saenz, Transitional Services Branch Manager, Commonwealth of Kentucky, Cabinet for Health and Family Services

CoC: Polly Ruddick, Director of Office of Homelessness Prevention and Intervention, Lexington-Fayette Urban County Government

II. Statement of Cooperation

The PHA and PCWA agree to cooperate with HUD, provide requested data to HUD or HUD-approved contractor delegated the responsibility of program evaluation, and follow all evaluation protocols established by HUD or HUD-approved contractor, including possible random assignment procedures.

III. Populations to be served with FYI TPV Assistance

The population eligible to be assisted with funding are youth certified by the PCWA as meeting the following conditions:

1. Has attained at least 18 years and not more than 24 years of age;
2. Left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act at age 16 or older; and
3. Is homeless or is at risk of becoming homeless.

Eligibility is not limited to single persons. For example, pregnant and/or parenting youth are eligible to receive assistance under this notice assuming they otherwise meet eligibility requirements.

IV. Supportive Services to be provided to FYI TPV eligible youths

- a. PHA will provide basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation; and access/referrals to health care (e.g., doctors, medication, and mental and behavioral health services).
- b. PHA will provide counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hookups fees, and utility deposits.
- c. PHA will provide such assurances to owners of rental property as are reasonable and necessary to assist a FYI TPV-eligible youth to rent a unit with a voucher.
- d. PHA will provide job preparation and attainment counseling (where to look/how to apply, dress, grooming, and relationships with supervisory personnel).
- e. PHA will provide educational and career development advancement counseling regarding attainment of general equivalency diploma (GED Certificate); attendance/financing of education at a technical school, trade school or college, including successful ethic and attitude models.

V. PHA Responsibilities

- a. PHA must accept referrals of youth certified by the PCWA as eligible for assistance under the notice.
- b. PHA must determine if youth referred by the PCWA are eligible for the HCV assistance.
- c. PHA must amend the administrative plan in accordance with applicable program regulations and requirements, if needed.

VI. PCWA Responsibilities

- a. PCWA will have a system for identifying FYI TPV-eligible youth within the agency's caseload and review referrals from the PHA and CoC.
- b. PCWA will have a system for prioritization of referrals to ensure that youth are prioritized for a FYI TPV based upon level the of need and appropriateness of the intervention.
- c. PCWA will provide written certification to the PHA that youth is FYI TPV eligible.
- d. PCWA will provide or secure a commitment for the provision of required supportive services.

VII. CoC Responsibilities

- a. CoC will integrate the prioritization and referral process for FUP-eligible youth into the CoC's coordinated entry process.
- b. CoC will identify services, if any, to be provided using CoC program funds to youth who qualify for CoC program assistance.
- c. Make referrals of FUP-eligible youth to the PCWA.


In agreement with the provisions of this FYI TPV MOU, signed by:

DocuSigned by:
Eric Clark


Cabinet for Health and Family Services (PCWA),

11/22/2019 | 1:52 PM EST

Date


Lexington-Fayette Urban County Housing Authority, Executive Director

10/18/19
Date


Lexington-Fayette Urban County Continuum of Care, Director

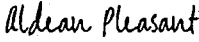
12/6/2019
Date

ORIGINAL AGREEMENT(2nd Party)

Approvals

This Memorandum of Understanding (MOU) is subject to the terms and conditions stated herein. By affixing signatures below, the parties verify that they are authorized to enter into this agreement and that they accept and consent to be bound by the terms and conditions stated herein. In addition, the parties agree that (i) electronic approvals may serve as electronic signatures, and (ii) this agreement may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.

1st Party Signature (Vendor Name):


DocuSigned by:

EBC94802E7B5405...
Signature

Aldean Pleasant
Printed Name

HCV Manager
Title

11/22/2019 | 1:57 PM EST
Date

2nd Party Signature (CHFS):

DocuSigned by:

8028C003F11C47A3...
Signature

Tresa Straw
Printed Name

Chief of Staff
Title

12/2/2019 | 5:28 AM EST
Date

Department's Commissioner:

DocuSigned by:

8688E6AF88FE46A...
Signature

Eric Clark
Printed Name

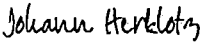
Commissioner
Title

11/22/2019 | 1:52 PM EST
Date

Approved as to form and legality:

DocuSigned by:

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Legal
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