

Memorandum of Understanding

This Memorandum of Understanding (this “Memorandum of Understanding” or this “MOU”) is made and entered into as of November 1, 2021, by and between the Southwest Florida Workforce Development Board, Inc. DBA CareerSource Southwest Florida (CSSWF), located at 6800 Shoppes at Plantation, Suite 170, Fort Myers, FL and Urban Strategies, Inc. (USI) located at 2990 Edison Avenue, Fort Myers, FL.

Purpose

This MOU sets forth the understanding of the parties of CSSWF’s provision of workforce development services to the residents of Southward Village located at 2990 Edison Avenue, Fort Myers, FL.

Understandings

1. USI agrees to:

- a. Monitor the provision of services ensuring quality and progress of the family/youth and appropriately record updates in USI’s technology system.
- b. Provide direction to the leverage partner in areas relating to policy, informational and procedural requirements related to the Choice Neighborhood Initiative (CNI) for Southward Village residents.
- c. Meet with leverage partner selected liaison to introduce USI staff and set priorities including coordination of how the staff will communicate with each other about the family’s progress.
- d. Establish and maintain regular meetings with the selected liaison to ensure continued alignment in service delivery.
- e. Track monthly leverage amounts provided by the leverage partner.
- f. Provide Result Count Training.

2. CSSWF agrees to:

- a. As funding permits, the provision of financial aid for occupational skills or on-the-job training opportunities for Southward Village residents deemed eligible for Workforce Innovation and Opportunity Act (WIOA).
- b. Provide career development services such as job readiness training, i.e., resume writing, application and interviewing skills training that will increase the chances for residents to attain and keep a job.
- c. Assist residents in navigating career opportunities provided through the CareerSource Southwest Florida career center located in Fort Myers.
- d. Assist residents with an *iCareer* plan that includes financial literacy, skills assessment and development, and other skills that eliminate barriers to employment available.
- e. Identify and make appropriate referrals to partnering agencies for services not provided by CSSWF.
- f. Provide 12-month follow-up with WIOA engaged residents once training is completed and resident is gainfully employed.

3. Confidentiality.

A signed "Permission of Release" by Southward Village residents enrolled in CSSWF's WIOA program activities will be required before information is shared between USI and CSSWF. The resident must agree to in writing before information can be shared between the two parties. CSSWF will encourage residents to share information directly with USI representative to prevent any breach of confidentiality.

Information shared shall be limited and, on a case-by-case basis depending on the information requested. CSSWF reserves the right to reject a request for information to ensure customers confidential information is always protected.

4. Term

This agreement shall be effective November 1, 2021, and shall expire September 30, 2027, with the understanding that the it will be reviewed annually, updated, and amended as needed.

5. Amendments.

This agreement may be amended only by a written document executed by a duly authorized representative of each Party.

4. Termination.

USI and CSSWF may terminate this agreement at any time with a 10-day written notice to the other Party.

6. Assignment.

Neither Party shall assign, transfer, subcontract, or otherwise dispose of its rights or duties under this Agreement to any other person, firm partnership, company, or corporation without the previous consent in writing of the other Party.

IN WITNESS WHEREOF, by their signatures below, the parties have caused this Memorandum of Understanding to be executed and effective as of the Effective Date.

Urban Strategies, Inc.

By: 
Name and Title: Esther Shin, President

Date: 2/9/22

Southwest Florida Workforce Development, Inc.

DBA CareerSource Southwest Florida

By: 
Name and Title: Joe Paterno, Executive Director

Date: 2-10-2022