

# Memorandum of Understanding (MOU)

## Housing Authority of the City of Fort Myers, Florida and CareerSource Southwest Florida (CSSWF)

### I. PURPOSE

This Memorandum of Understanding (MOU) sets forth the terms of the agreement for cooperation and collaboration between CareerSource Southwest Florida (hereinafter referred to as "CSSWF") and the Housing Authority of the City of Fort Myers, Florida (hereinafter referred to as "HACFM") for the delivery of services provided by both entities.

The HACFM provides affordable housing for low-income individuals and families who cannot afford housing in the private market. The Jobs Plus Program develops locally based, job-driven approaches that increase earnings and advance employment outcomes through work readiness, employer linkages, job placement, educational advancement, technology skills, and financial literacy for residents of public housing.

As the workforce development board for Southwest Florida, CSSWF administers state and federal funding designated for employment and training services for individuals and businesses. CSSWF will deliver a variety of employment and training programs through its full-service Centers.

Therefore, wherever possible and mutually beneficial, the HACFM and CSSWF will seek to collaborate on efforts to provide these services to the eligible residents of Lee County. This Memorandum of Understanding (MOU) sets forth the basic principles and guidelines under which the parties will work together to accomplish these goals.

### II. IMPLEMENTATION OF AGREEMENT

- A. In order to enable close and effective collaboration, it is agreed that the scope of cooperative activity will be reviewed annually.
- B. HACFM and CSSWF will work closely together for the express benefit of clients who are actively seeking assistance.
- C. CSSWF will accept referrals of clients by HACFM and will provide those persons with employment assistance through existing programs. These services may include skill assessments, career development workshops, internet access to local employment opportunities and job referrals. Funding for workforce training may also be available. Self-service resources are also available in our resource room to include telecommunications (fax, copier, computer/internet access and telephone) for job

hunting, résumé assistance and critiquing, individual interest/career guidance programs and assessment tools, and local, state, federal job listings.

D. Neither party shall charge the other for its services hereunder, nor shall either party charge the clients for services hereunder.

**III. SERVICE DOLLARS**

The services mentioned herein shall be leveraged as in-kind support for the Jobs Plus Grant, valued at \$100,000 over the remainder of the performance period.

**IV. EFFECTIVE DATE**

This MOU is effective upon signature of the parties and will remain in effect until June 30, 2027.

**V. AMENDMENTS**

This MOU may be modified or amended by written agreement between the parties hereto.

**VI. TERMINATION**

This MOU may be terminated by either party upon 30 days' written notice.

AGREED TO BY:



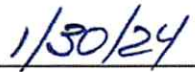
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Marcia Davis, Executive Director  
Housing Authority of the City of Fort Myers, Florida



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Date



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Peg Elmore, President/CEO  
CareerSource Southwest Florida (CSSWF)



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Date