



**MEMORANDUM OF UNDERSTANDING BETWEEN
LOTUS HOUSE, SOUTH FLORIDA WORKFORCE INVESTMENT BOARD AND
MIAMI-DADE HOMELESS TRUST**

This Memorandum of Understanding (hereinafter "MOU") is made and entered into this 11th day of April, 2024 by and between Sundari Foundation, Inc. dba Lotus House Women's Shelter aka ("Lotus House"), South Florida Workforce Investment Board dba CareerSource South Florida ("CareerSource"), Miami-Dade County Homeless Trust ("Homeless Trust") - all collectively referred to herein as the "Parties".

RECITALS

WHEREAS, all parties herein are desirous of increasing needed, appropriate and effective housing and service programs for victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking and who are experiencing homelessness in Miami-Dade County; and

WHEREAS, Lotus House intends to apply for a 3 year grant of \$550,000 from the U.S. Department of Justice, Office of Violence Against Women, Transitional Housing For Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking – targeted to this population including those who are typically underserved - for the purposes of providing transitional housing and comprehensive services – including without limitation employment related services; and

WHEREAS, South Florida Workforce Investment Board (SFWIB) has provided assistance to Lotus House clients over the years via referrals and currently has an Agreement MOU-SP-PY'21-23-00 in place signed March 10, 2022 providing onsite employment related staff and service at Lotus House through March 09, 2025 and;

WHEREAS, The Miami-Dade County Homeless Trust (Homeless Trust) is lead agency for the Miami-Dade Continuum of Care (Miami-Dade CoC) and responsible for oversight of the Coordinated Entry (CE) process including ongoing CoC planning with all stakeholders participating in the CoC and its CE System through publically noticed meetings: the CoC Planning Committee, Provider-Led Forums and the Homeless Trust Board and its standing committees, Services Development, Housing, Finance and Executive Committees and;

WHEREAS, CoC Coordinated Entry is for emergency and permanent housing and is comprised of Continuum of Care access points and four key elements: 1. Assessment of Need; 2. Identification of Housing Intervention; 3. Prioritization for Assistance; and 4. Referral.

WHEREAS, The Domestic Violence Oversight Board receives 15% of the Homeless and Domestic Violence Tax (food and beverage tax) from the Homeless Trust, and referrals for domestic violence clients are made via the Homeless Trust Coordinated Entry process;

WHEREAS, Sundari Foundation, Inc. is currently and has been a funded provider since 2006 in the Miami-Dade Coordinated Entry system of the Continuum of Care operated by the Homeless Trust with existing contracts for housing and services in place; and

WHEREAS, all parties herein have received a copy of the referenced grant RFP and budget;

NOW THEREFORE, in consideration of the premises and mutual covenants and promises contained herein, the Parties agree as follows:

ARTICLE I: PURPOSE

- 1.1 The Purpose of this MOU is to memorialize the relationship between the Parties for the benefit of Miami-Dade County residents who are victims of domestic violence, dating violence, sexual assault and stalking and who are experiencing homeless and in need of housing and services.

ARTICLE II: TERM OF THE MOU

- 2.1 The term of this MOU shall be one (1) year from the date of award of any Transitional Housing for Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking grant by the Sundari Foundation, Inc., unless terminated by either party pursuant to Article VII below. This Agreement may be renewed on an annual basis for up to two additional years' contingent on funding continuation and by agreement between the parties.

ARTICLE III: RESPONSIBILITIES OF THE PARTIES

- 3.1 South Florida Workforce Investment Board hereby agrees as follows:
 - a. As per the PY'21-22 Scope of Work outlined in Exhibit A of Agreement MOU-SP-PY'21-23-00, provide onsite, offsite or virtual services for the benefit of jobseekers at Lotus House, including those who have been victims of domestic violence, dating violence, sexual assault, and stalking – including those who are typically underserved.
 - b. In accordance with existing agreement, provide two (2) full-time supporting staff (at proportions relevant to the number of clients in the subject grant program) at no cost that will be responsible for provide training and supervision of supporting staff; recruit employers to Lotus House; actively promote and facilitate employment opportunities, which include interviewing and hiring of eligible participants; conduct job development and outreach services to eligible participants referred by Lotus House; provide follow-up services on the status of all participants served at Lotus House; provide regular reports pertaining to recruitment, workshops, customer flow and related activities; document and follow-up with eligible participants receiving employment and training referrals; provide training to the agency's staff who are providing services including completion of assessments, self-registration, forms, soft skills workshop instruction, and business services recruitment training.
 - c. Ensure eligibility determination and registration includes all required elements.

- d. List and link SFWIB and Sundari Foundation, Inc. websites and marketing campaigns.
- f. Services and participation are conducted in the regular course of contracts and business and will be provided at no cost.

3.2 Miami-Dade Homeless Trust hereby agrees as follows:

- a. Provide referrals to Lotus House via the CoC for victims of domestic violence, dating violence, sexual assault and stalking, assessed in need of transitional housing and support services when eligible under the terms of the Department of Justice, Office of Violence Against Women, Transitional Housing for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking program and subject to available capacity and funding as per all provisions of existing contracts for housing and services.
- b. Provide referrals via the CoC to placements in permanent housing or permanent housing rental assistance for victims of domestic violence, dating violence, sexual assault and stalking subject to eligibility, capacity and funding and as per provisions of existing contracts for housing and services.
- c. Provide referrals to other programs for victims of domestic violence, dating violence, sexual assault and stalking who may not be eligible for the Transitional Housing program or whom might benefit from a different program.
- d. Services and participation are conducted in the regular course of contracts and business and will be provided at no cost.

3.3 Sundari Foundation, Inc. hereby agrees as follows:

- a. As per MOU-SP-PY'21-23-00 provide for SFWIB onsite services - adequately furnished space, equipment, facility costs, staff to assist in the registration of program participants, and ensure that the facility is secure when not being utilized and be responsible for software and end user technical support.
- b. Serve as the centralized access point to SFWIB's services onsite at Lotus House, conduct standardized initial assessments and identify client needs, provide assistance to SFWIB staffs, follow-up with Transitional Housing program participants to inform and engage them in CareerSource programs.
- c. Request referrals of eligible victims of domestic violence, dating violence, sexual assault and stalking for entry into the Transitional Housing program from the Homeless Trust and for permanent housing for eligible victims moving out from Transitional Housing.
- d. Provide transitional housing and comprehensive services to individuals referred to the program.

3.4 All Parties hereby agree as follows:

- a. All parties agree to comply with all privacy, information sharing and confidentiality

policies that govern their respective operations, in accordance with applicable law.

- b. Lotus House and South Florida Workforce Investment Board agree to all of the provisions outlined in Agreement MOU-SP-PY'21-23-00 including but not limited to: indemnification, insurance, termination/remedies, records retention/ownership, standards of compliance, relationship between the parties, and general provisions.
- c. The Miami-Dade Homeless Trust and Lotus House. agree to all of the provisions outlined in current contracts for housing and services for homeless clients as well as the required Provider Standards of Care.
- d. Participate in on site or virtual partner meetings and training sessions relevant to the needs and services practices appropriate to victims of domestic violence, dating violence, sexual assault and stalking as applicable – said training paid for by Lotus House.

ARTICLE IV: PROJECT MANAGEMENT AND NOTICE

- 4.1 The Project Manager for Lotus House is Beatrice Gonzalez, Director, telephone number 305-790-6893. The Project Manager for the South Florida Workforce Investment Board is Roxanne Isaac, telephone number 305-370-1090. The Project Manager for the Miami-Dade Homeless Trust is Manuel Sarria, Assistant Executive Director, telephone number 305-375-5739. The parties shall direct all matters arising in connection with the performance of this MOU, other than notices, to the attention of the Project Managers for attempted resolution or action. The Project Managers shall be responsible for overall coordination and oversight relating to the performance of this MOU.
- 4.2 All notices, demands, or other communications to the Parties under this MOU shall be in writing and shall be deemed received if sent by certified mail to:

Sundari Foundation, Inc. dba Lotus House
3921 Alton Road, #468
Miami Beach, Florida 33140
Attn: Constance Collins, President

All notices, demands, or other communications to the South Florida Workforce Investment Board (SFWIB) dba CareerSource South Florida under this MOU shall be in writing and shall be deemed received if sent by certified mail to:

Rick Beasley, Executive Director
CareerSource South Florida
The Landing at MIA
South Florida Workforce Investment Board
7300 Corporate Center Drive, Suite 500
Miami, FL 33126-1234

All notices, demands, or other communications to the Miami-Dade Homeless Trust under this MOU shall be in writing and shall be deemed received if sent by certified mail to:


Victoria Mallette, Executive Director
Miami-Dade County Homeless Trust
111 N.W. 1st Street, Suite 27-310
Miami, Florida 33128

The Partners shall also provide a copy of all notices to the Project Managers. All notices required by this MOU shall be considered delivered upon receipt. Should any party change its address, written notice of such new address shall promptly be sent to the other parties.

IN WITNESS WHEREOF, the parties or their duly authorized representatives hereby execute this MOU on the date first written above.


PARTIES

THE SUNDARI FOUNDATION, INC. DBA LOTUS HOUSE

By: 
Constance Collins, President

Date: April 11, 2024

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

By: 
Rick Beasley, Executive Director

Date: APRIL 11, 2024

MIAMI-DADE HOMELESS TRUST

By: *Victoria Mallette*
Victoria Mallette, Executive Director

Date: April 11, 2024