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MEMORANDUM OF UNDERSTANDING

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Between

FLORIDA HOUSING FINANCE CORPORATION;
FLORIDA HOUSING FINANCE CORPORATION
THE SANTA ROSA SCHOOL DISTRICT

And

THE ESCAROSA COALITION ON THE HOMELESS

This Memorandum of Understanding between the Florida Housing Finance Corporation (Florida Housing), the Santa Rosa School District and the EscaRosa Coalition on the Homeless (ECOH) for the purpose of implementing the Santa Rosa County *One Year, One Family, One Home* Demonstration Project (hereafter referred to as the pilot). The project will assist homeless families, who have children in the Santa Rosa School District, access suitable rental housing by the provision of Federal HOME funds for Tenant Based Rental Assistance (TBRA) funding and support services over the period of this MOU. Based upon available funding and performance, this project will be for a period not to exceed three years.

Florida Housing agrees to the following:

1. Allocate and authorize the use of up to \$750,000 in HOME TBRA funds for short-term tenant based rental assistance of no more than 24 months for the Santa Rosa County pilot;
2. Execute and manage an agreement with the Milton Housing Authority to administer the Federal HOME TBRA program for this pilot;
3. Monitor the administration of the HOME TBRA and implementation of the pilot;
4. Collaborate with and provide technical assistance to the Santa Rosa pilot partners in developing, implementing, and evaluating the pilot;
5. Regularly inform the Florida Department of Education and the State Office on Homelessness on the status of the pilot, as well as request technical assistance and support as needed from these state entities;
6. Monitor and assist with promoting the pilot to local and state policy makers, stakeholders, and the public and
7. Coordinate monthly telephonic meetings between the parties of this Memorandum (and when necessary inclusion of the Milton Housing Authority) for the first six months of implementation and, then, quarterly to report on progress, challenges, best practices and additional needs.

The Santa Rosa School District agrees to the following:

1. Develop written household selection criteria, based upon qualifying income and homeless household criteria;
2. Build and maintain a pool of households for participation in the pilot;
3. Discuss the general parameters of the pilot with families and prepare and sign a Santa Rosa School District participation agreement with the selected families outlining the expectations of the pilot and subsequent school requirements;

4. Refer selected families to the EscaRosa Coalition on the Homeless for completion of the Coordinated Entry Process and preparation of documents regarding pilot participation;
5. Provide supports and case management for school aged children participating in the program and
6. Contract with Family Promise to develop a sustainability plan and provide case management supports for the adults in the family.

The EscaRosa Coalition on the Homeless agrees to the following:

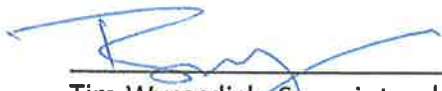
1. Meet with the selected families and complete the Coordinated Entry process including entry into the Homeless Management Information System (HMIS);
2. Prepare and submit the following documents to the Milton Housing Authority:
 - a. Santa Rosa School District agreement
 - b. HMIS Release of Information
 - c. Client profile screen from HMIS
 - d. Proof of income (4 paystubs or employer verification, SS,SSI, and other relevant documentation)
 - e. Documentation of public assistance if applicable
 - f. Copies of photo ID (for adults), and Social Security Cards, and birth certificates on all members of the family
 - g. Proof of Clerk of Court Public Records search; and
3. Assist the Santa Rosa School District and the Milton Housing Authority as needed to identify, assess and address the housing stability needs of the households pre- and post-housed.

All parties agree to the following:

1. Upon the receipt of authorized student records, will keep said records confidential, consistent with Florida Statutes, State Board of Education rules, and federal laws relating to Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment – U.S. Codes (20 USC 1232g), Code of Federal Regulations (CFR) for Title 34; part 99.
2. Participate in pilot implementation and evaluation activities;
3. Establish an agreed to set of performance outcomes relative to housing and school stability;
4. Track performance outcomes; and
5. Prepare a report on the outcomes achieved, lessons learned and recommendations for future considerations.

This three (3) page Memorandum of Understanding (MOU) is not a binding contract. It is an expression of cooperation for the purpose of providing services to clients and coordinating activities to the extent possible and as allowed by law. No contract rights attach to this MOU for any of the parties or for any third party benefits. This MOU is effective upon the last signature date. A party may terminate their involvement in the MOU without cause upon

written notice to the remaining parties. This agreement may be amended at any time by mutual consent of the parties and reduced to writing.




Tim Wyrosdick, Superintendent
Santa Rosa County School District

Date: 11/8/17



Harold L. Price, III, Executive Director
Florida Housing Finance Corporation

Date: 1/12/18



John Johnson, Executive Director
EscaRosa Coalition on the Homeless

Date: 11-13-17