

MEMORANDUM OF UNDERSTANDING – FOSTER YOUTH TO INDEPENDENCE

This Memorandum of Understanding (“MOU”) has been created and entered into on by and between the following parties in relation to their request for assistance under the Foster Youth to Independence (“FYI”) initiative and the requirements of PIH Notice 2019-20 (HA):

COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF WEST ALLIS
7525 W. Greenfield Ave.
West Allis, WI 53214

WISCONSIN DEPARTMENT OF CHILDREN AND FAMILIES
DIVISION OF MILWAUKEE CHILD PROTECTIVE SERVICES
635 North 26th Street
Milwaukee, WI 53233-1803

MILWAUKEE CONTINUUM OF CARE
c/o City of Milwaukee
City Hall, Room 606
Milwaukee, WI 53202

I. Statement of Cooperation

A. Commitment to administering the program.

Community Development Authority of the City of West Allis; the local public child welfare agency, the State of Wisconsin Department of Children and Families Division of Milwaukee Child Protective Services (“DMCPS”); the Milwaukee Continuum of Care (“MCOC”); and the Transition Resource Agency contracted with DCF for the Milwaukee Region (“TRA”) agree to work together to invest in local, cross-system collaborative efforts to prevent and end homelessness among youth with a current or prior history of child welfare involvement. Community Development Authority of the City of West Allis, DMCPS, MCOC and TRA agree to coordinate effectively to identify, target, and connect eligible youth at-risk of or experiencing homelessness to housing and related supports.

B. Goals and standards of success in administering the program.

1. Goals of the program

- a. Efficiently identify FYI eligible youth to strategically use vouchers to help those in high need
- b. Successfully support eligible youth in obtaining and sustaining housing
- c. Ensure youth can maintain housing after completion of the program, leading to self-sufficiency

2. Standards of success

- a. Stabilize housing for youth aging out of foster care by providing up to 25 vouchers per year to FYI eligible youth.

C. Identification of staff positions at Community Development Authority of the City of West Allis, DMCPS, MCOC and TRA who will serve as the lead FYI liaisons.

Name and title of Community Development Authority of the City of West Allis staff position:

(complete)

Name and title of DMCPs staff position:

Lauren Washington, DMCPs Independent Living Coordinator (PPA-Advanced)

Name and title of MCOC staff position:

Rafael Acevedo, Homeless Housing Manager, City of Milwaukee

Name and title of TRA staff position:

Demonte Dismuke, SaintA Youth Services Program Manager

II. Youth Eligibility

The population eligible to be assisted under this agreement are youth certified by DMCPs 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 as these terms are defined at 24 C.F.R. 578.3 and 24 C.F.R. 576.2.

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.

III. Supportive Services to be provided by TRA and MCOC

DMCPs is responsible, as the public child welfare agency (“PCWA”), for providing case management services for all youth receiving the FYI voucher, per HUD requirements. None of the case management responsibilities are the responsibility of Community Development Authority of the City of West Allis.

For provision of supportive services, DMCPs will refer all youth who are under the age of 21 and exited from out-of-home care after age 18, to the Transition Regional Authority (“TRA”). The current TRA is listed below and is contracted separately with DCF to provide services for all eligible youth. With any programmatic or contractual changes, DMCPs will update all listed participants outlined in this MOU.

SAINTA YOUTH TRANSITIONING TO ADULT PROGRAM
3927 North 88th Street
Milwaukee, WI 53222

For provision of supportive services, DMCPs will refer all youth who are aged 21 or over to MCOC:

MILWAUKEE CONTINUUM OF CARE
c/o City of Milwaukee
200 E. Wells Street, Room #606
Milwaukee, WI 53202

The TRA and MCOC will provide the following supportive services for a period of 36 months to youth assisted through this program. Youth will not be required to participate in these services as condition of receipt of the voucher.

- A. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation, and access to health care (e.g., doctors, medication, and mental and behavioral health services), such as:
 - 1. Money management
 - 2. Finding a safe and steady place to live
 - 3. Proper maintenance of your living space
 - 4. Transportation
 - 5. Understanding medical coverage
 - 6. Making healthy choices
 - 7. Understanding and be able to get important documents
 - 8. Awareness of community resources and support systems
 - 9. Creating and keeping lifelong connections to supportive adults
 - 10. Having healthy relationships

- B. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits, such as:
 - 1. Understanding and be able to get important documents

- C. Providing such assurances to owners of rental property as are reasonable and necessary to assist a FUP-eligible youth to rent a unit with a voucher, such as:
 - 1. Working with owners of rental properties as is reasonable and necessary to assist youth to rent units with vouchers.

- D. Job preparation and attainment counseling (where to look/how to apply, dress, grooming, relationships with supervisory personnel, etc.), such as:
 - 1. Thinking about a career and planning for it
 - 2. Getting and keeping a steady job

- E. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful work ethic and attitude models, such as:
 - 1. Education – high school, college, technical training
 - 2. Thinking about a career and planning for it

In addition to the services listed above, the TRA or MCOC will enter into a “Housing Agreement” with its participants.

IV. Community Development Authority of the City of West Allis Responsibilities

Community Development Authority of the City of West Allis, as the public housing authority (“PHA”), will be responsible for the following activities:

- A. Accept referrals of youth certified by DMCPDS as eligible for assistance under PIH Notice 2019-20 (HA).
- B. Determine if youth referred by DMCPDS are eligible for HCV assistance through the routine Application Process.
- C. Amend the administrative plan in accordance with applicable program regulations and requirements, if needed.

V. DMCPDS Responsibilities

DMCPDS will be responsible for the following activities:

- A. Have a system for identifying FYI-eligible youth within the agency’s caseload and reviewing referrals from the PHA and MCOC. Eligible youth will be identified by case managers prior to exit from out of home care, through Supervised Independent Living Placements, and through the TRA assigned to work with youth after discharge from out-of-home care.
- B. Have a system for prioritization of referrals to ensure that youth are prioritized for a FYI TPV based upon level of need and appropriateness of the intervention. DMCPDS will prioritize youth interested in the program in the following manner, and on a case-by-case needs basis:
 1. Youth currently placed in out-of-home care
 2. Youth with minor children living with them or who could safely live with the youth full-time if the youth had access to safe and reliable housing
 3. Youth with a history of homelessness
 4. Youth with a prior history of involvement in SIL placements
 5. Youth who have a history of active participation in case management services through the contracted agency or through the TRA
- C. Provide written certification to the PHA that a youth is FUP-eligible. DMCPDS will communicate with the Community Development Authority of the City of West Allis designated point of contact when interested youth are identified by providing the following information:
 1. Youth First and Last Name
 2. Date of Birth; Youth will be at least 18 years of age but no more than 24 years of age
 3. Certification that the youth was placed in out-of-home care on or after their 16th birthday via court order, and has exited out-of-home care or will exit out-of-home care within the next 90 days
 4. Is homeless or at risk of becoming homeless
- D. Provide or secure a commitment for the provision of required supportive services identified in Section III above.

VI. MCOC Responsibilities

- A. Through the community's coordinated entry process, MCOC will make appropriate referrals of eligible youth to DMCPs. Youth will be referred to MCOC if they do not meet eligibility requirements for the TRA.
- B. MCOC recipients may provide supportive services using MCOC program funds to youth who qualify for MCOC program assistance.

VII. Administrative Provisions

- A. The individuals executing this MOU represent and warrant that they possess the legal authority to execute this MOU on behalf of the identified parties.
- B. This MOU may be executed by facsimile or by electronic transmission and in counterparts, each of the signatures taken independently to be combined together and construed as a whole. A copy of a signature transmitted by facsimile or electronic transmission shall be valid as an original.
- C. The Effective Date of this MOU is the last date on which this MOU is signed, as indicated by the signatures below.

DRAFT

Signed By:

John Stibal
Executive Director, Community Development Authority of the City of West Allis

Date

Charmian Klyve
Administrator, DMCPS

Date

Steven L. Mahan
Director, The City of Milwaukee - Community Development Grants Administration

Date

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