

MEMORANDUM OF UNDERSTANDING YOUTH JUSTICE INNOVATION GRANT

This **Memorandum of Understanding** is made by and between the Dodge County Human Services and Health Department (hereafter "Dodge"), Fond du Lac County Department of Social Services (hereafter "Fond du Lac"), Sauk County Human Services Department (hereafter "Sauk") and Columbia County Human Services (hereafter "Columbia") and collectively, "Counties", regarding the State of Wisconsin Department of Children and Families Youth Justice Innovation Grant (hereafter "Grant").

RECITALS

WHEREAS, Dodge, in collaboration with Fond du Lac, Sauk and Columbia applied for and was awarded the Youth Justice Innovation Grant on or about October 28, 2019 in the amount of One Hundred Fifty Thousand Dollars (\$150,000); and,

WHEREAS, the Counties applied for the grant with the purpose of forming a consortium to provide a Family Centered Therapy program within the participating Counties through a contract with Lutheran Social Services.

WHEREAS, the collaborative application included a proposed funding allocation and an indication that the Counties would form a consortium and equally share in the grant funding, if awarded; and,

WHEREAS, the Counties desire to enter into this Memorandum of Understanding to set forth the their respective obligations, understandings, roles and responsibilities with regard to the Youth Justice Innovation Grant funding and the program said funding supports.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

A. Dodge shall:

1. Provide the Counties with a copy of the executed Grant Agreement between the State of Wisconsin Department of Children and Families signed by Dodge on October 28, 2019.
2. Administer the grant funds in accordance with the Grant Agreement and the allocation set forth herein, until the grant funds are depleted.
3. Contract with Lutheran Social Services to provide Family Centered Therapy to the Counties for the period of the Grant Agreement.
4. Administer the Contract with Lutheran Social Services on behalf of the Counties.

5. Receive itemized invoices from Lutheran Social Services and confirm with the Counties that services are being delivered and expenses have been incurred, prior to releasing payment to Lutheran Social Services.
6. Maintain a record of the use of the grant funding to ensure that each county receives the full allocation as specified in this Memorandum. Provide periodic reports to the Counties and/or access to the record.
7. Maintain confidentiality of records generated as a result of the grant, the program supported by the grant funding and the associated activities, in accordance with the applicable state and federal laws and regulations.

B. The Counties shall:

1. Acknowledge receipt of a copy of the Grant Agreement for the Youth Justice Innovation Grant executed by Dodge County and the State of Wisconsin Department of Children and Families executed on or about October 28, 2019 with a grant period of October 1, 2019 through December 31, 2020 and agree to comply with its terms.
2. Agree to the allocation of the \$150,000 grant funding as follows:

a. Lutheran Social Services (start-up costs, services and expenses)	\$54,799
b. County Training Funding (\$10,000 one staff person per county)	\$10,000
c. Family Centered Therapy Program participants (\$21,300.25/county)	\$85,201
3. Authorize Dodge to administer the contract with Lutheran Social Services for the provision of Family Centered Therapy within the Counties.
4. Refer families to Lutheran Social Services for participation in Family Centered Therapy.
5. Commit to making reasonable efforts to sustain the consortium and the Family Centered Therapy services/programming through county levy funding or CCS funding when grant funding is exhausted.
6. Maintain confidentiality of all records generated as a result of the grant and records generated by the program supported by the grant funding and the associated activities, in accordance with the applicable state and federal laws and regulations.

C. Modification; Termination.

1. Any party wishing to amend or modify this Memorandum of Understanding shall notify the other Counties and request a meeting to discuss the proposed

modifications. Mutually agreeable modifications shall be reduced to writing, signed by the Counties and attached hereto as an amendment to the Memorandum.

2. A party may withdraw from this Memorandum and terminate participation in the program offered by the Grant by giving thirty (30) days written notice to the other Counties. The termination shall be effective thirty (30) days from the date on the termination notice. Remaining grant funds of the withdrawing party shall be allocated equally among the remaining participating Counties.
3. This Memorandum of Understanding expires on December 31, 2020 or the latter of 1) the date on which Dodge submits its final report to the State of Wisconsin as required by the Grant Agreement; 2) the final payment of grant funds; or 3) the final payment made to Lutheran Social Services. Confidentiality clauses shall survive the expiration or termination of this Memorandum of Understanding.

Date

Rebecca Bell
Dodge County Human Services and Health Director

Date

Patricia Lancour
Fond du Lac County Social Services Director

Date

Dan Brattset
Sauk County Human Services Director

Date

Katie Day
Columbia County Health and Human Services
Interim Director