

Memorandum of Understanding (MOU)

This MOU is made and entered into effective July 1, 2021, between Bill Wilson Center (BWC) and School District.

Purpose. Bill Wilson Center's Family Advocacy (FAS) is a school-based, family and youth prevention and intervention service program; developed to address the needs of extremely low-income families who are homeless or at risk of becoming homeless, need academic support or have behavioral needs. The goal of the program is to support the family and connect them to community resources so students can remain in school, give them the best chance of academic success.

FAS Services include:

- Case Management for Youth and Families
- Educational Resources to Address Academic Challenges
- Budgeting and Financial Management Assistance
- Legal Aid Referrals
- Employment Services
- Parent Education Workshops
- Linkages to Emergency Financial Resources
- LGBTQ Services and Resources
- Client Support
- Behavioral Support
- Mental Health Services
- Housing

Responsibilities/Commitments.

BWC agrees to:

- Provide the school District sites with a structured service delivery schedule.
- Notify a school site representative if the agreed upon agency staff will be absent on the set scheduled day/time. BWC will make arrangements to send an alternate representative where applicable.
- Communicate changes in staff or program services at any time during the school year to site administration.
- Arrange proposed plans regarding continuation of care for students or termination of services for students.
- Submit schedule changes to the school site administrator and district representative.
- Display appropriate agency identification when on school district sites.
- When feasible, provide services/programs before school, during lunch or after school hours.

SCUSD agrees to:

- Provide a confidential space for individual/group sessions.
- Assist with student referrals.
- Provide access to a desk, phone and computer with internet.
- Provide access to the Aries and School Loop databases.

- Assist BWC staff to provide effective services and opportunities to meet with In-service staff about the referral process for teachers.
- Provide guidelines to be followed In service delivery during class time.

Location. Work will be performed at: School District Family Resource Center, 1840 Benton Street, Santa Clara, CA 95050.

Communication. Communication between the parties to this MOU may be sent to:

Agency: BWC

Name: Tami Moore
 Email: tmoore@billwllsoncenter.org
 Phone: 408 278 2552

Agency: SCUSD

Name: Brenda Carrillo
 Email: bcarrillo@scusd.net
 Phone: 408-423-3533

Reporting Requirements. The parties agree to terms outlined in the executed contract. See attachment.

Term. The term of this agreement shall commence on July 1, 2021 and shall continue through June 30, 2022. Termination of this agreement must be made In writing.

Signatures. The parties to the MOU through their duly authorized representatives have executed this MOU on the dates identified below, and certify they have read, understood, and agreed to the terms of this MOU.

Agency: Bill Wilson Center

Signature: _____

Name: Sparky Harlan
 Title: CEO
 Date: 4/19/21_____

Agency: School District

Signature: _____

Name: Brenda Carrillo
 Title: Director, Student Services
 Date: 4/14/2021