

MEMORANDUM OF UNDERSTANDING
Community Services Inc. (CSI)
And
AWSYC Head Start Program

I. PURPOSE

The purpose of this agreement is to formally establish a relationship between CSI and AWSYC, in order to increase the quality and availability of services to people in need of intervention and prevention services, and referrals for identified needs which are not provided for by CSI.

II. CSI AGREES TO:

- A. Accept referrals by AWSYC and conduct intake application and assessment of intervention and prevention needs of referred persons/households.
- B. Provide follow up and case management services, when fully agreed to by the client.
- C. Provide referrals to appropriate agencies when the needed services cannot be provided by CSI.
- D. Provide intake services at designated sites by areas serviced and home visits as deemed appropriate by both parties.
- E. Respond as timely as possible to emergency cases to intervene and prevent interruption of energy for home usage, provide information on skills/training and comprehensive case management as appropriate to household circumstances with emphasis upon household efforts and support to transition out of power.
- F. Increase cooperation/coordination to reduce duplication of services between agencies and organizations and promote more effective impact on clients served.

III. AWSYC AGREES TO:

- A. Refer persons in need of intervention and prevention services to CSI, as deemed appropriate by the Organization's representative
- B. Provide written response to referral memorandums regarding assistance to and needs of clients referred by CSI.

IV. GENERAL CONDITIONS

- A. Both parties will designate individuals to serve as liaison in order to facilitate services to clients.
- B. Both parties will comply with all laws according to the State of Texas and the Federal Government of the United States of America.
- C. Both parties will comply with Title VI of the Civil Rights Act of 1964, and in accordance with Title VI of that Act, no person shall, on the ground of race, color, or national origin, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the delivery of services.
- D. Both parties will comply with all applicable requirements of the Americans with Disabilities Act of 1990.

Start Date: May 31, 2013

End Date: May 31, 2014

Either party may withdraw from agreement with thirty day (30) written notice and thereafter, provide for proper resolution with of any clients pending.

Dee Hatchell
CSI, Case Manager
501 S. Carroll Blvd. Suite 123
Denton, TX 76201
903-467-0883

Date

Head Start Director
901 Audra Lane
Denton, TX 76209
(940) 369-3900

Date

Designated Contact Person of Each Party to the Agent:

Ann Windle School for Young Children
Lisa Sutton
Social Service
901 Audra Lane
Denton, TX 76209
940-369-3913/940-369-3900

Community Services, Inc.

Name

Title

Phone Contact