

## MEMORANDUM OF UNDERSTANDING

Between

Family Freedom Center

and

Life House

and

NYS Funders

This memorandum of understanding (MOU) concerns the future operations of Neighborhood Youth Services (NYS), a former program of The Hills Youth and Family Services (“The Hills”) and an interim program of Life House. It is an agreement between Family Freedom Center, Life House, and a coalition of organizations that have historically funded NYS, including the City of Duluth, Duluth Superior Area Community Foundation, Head of the Lakes United Way, Lloyd K. Johnson Foundation, Minnesota Department of Public Safety Office of Justice Programs, Northland Foundation, and Ordean Foundation (hereafter referred to as “NYS Funders” or “Funders”).

### **Background**

For several decades, NYS has served as a vital center to support youth in the Central Hillside neighborhood of Duluth, Minnesota. In 2021, The Hills, which had long managed the NYS program, dissolved due to insolvency. Another local nonprofit, Life House, agreed to assume interim management of NYS. With this temporary arrangement in place, NYS Funders initiated a process to identify a new long-term program manager. After extensive interviews with community partners and a request for proposals (RFP) process, the Funders selected Family Freedom Center (FFC) as the new program operator.

### **Purpose**

This MOU is an agreement for an orderly transition of NYS operations from Life House to FFC to be completed by August 1, 2022. It seeks to ensure continuity of services and provide all partners with resources to defray the costs of program management.

### **Roles and Responsibilities**

Life House and FFC commit to a collaborative arrangement with one another to complete the transfer of NYS by August 1. They will strive to maintain NYS services and agree upon a timeline to complete various aspects of the transfer.

Once a timeline has been established, Life House and FFC will meet regularly to transfer relevant program information and records, share past practices, and agree upon a plan for transition of all

management activities, including the transfer of all NYS assets and the employment of Life House employees dedicated to NYS.

The Funders will complete any necessary administrative work to ensure that any remaining fund balances on grants or the terms of any ongoing grant agreements are transferred from Life House to FFC at a time agreed to by both entities. The Funders further commit to meeting with FFC to discuss processes for securing additional funding, lease negotiation, and other details relevant to their ongoing relationships. The Funders will share relevant program information as possible.

### **Timeline**

FFC may assume aspects of NYS's operations at any point between the execution of this MOU and August 1, 2022, while Life House will remain available to assist as FFC develops its capacity through this period. On August 1, 2022, FFC will assume full control of NYS, and any further support from Life House will be voluntary or operate under a separate agreement.

### **Financial Considerations**

Life House will continue to collect its previously established administrative fee through July 31, 2022, or until a point when both FFC and Life House mutually agree to complete the transfer.

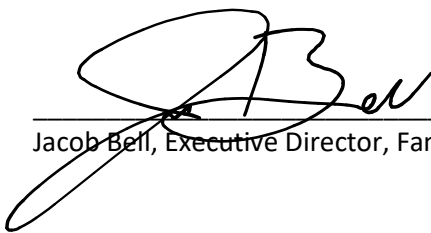
### **Additional Information**

This MOU is not a guarantee of funding for the program and does not represent a commitment of any funds to NYS operations that have not already been allocated. While the Funders reaffirm their desire to see NYS succeed under FFC, all Funders will adhere to established processes for allocation of funds. FFC understands that it will bear responsibility for initiating processes to secure support from each of the Funders, and that additional fundraising from other sources may be necessary to meet the budget outlined in its response to the request for proposals. The Funders are committed to working collaboratively with FFC to identify opportunities to close any funding gap that may exist.

### **Signatories**

We the undersigned have read and agree to the terms in this MOU.

Jordan Eunison-Chisti Date: 7-7-2022  
Jordan Eunison-Chisti, Executive Director, Life House

A handwritten signature in black ink, appearing to read 'J Bell', written over a horizontal line.

Date: 7/7/2022

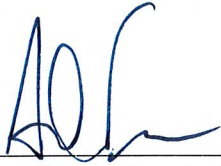
Jacob Bell, Executive Director, Family Freedom Center

*Jim Williams*

Date:



7/7/22

Jim Filby Williams, Director of Parks, Properties and Libraries, City of Duluth



Date: 2/13/22

Adam Fulton, Deputy Director of Planning and Economic Development, City of Duluth

 Date: 

Shaun Floerke, President & CEO, Duluth Superior Area Community Foundation



Date: 7/13/22

Matt Hunter, President, Head of the Lakes United Way



 Date: 7.8.22  
Ian Gardner-Goodno, Executive Director, Lloyd K. Johnson Foundation

*Tricia Hummel*

Date: 7/26/22

Tricia Hummel, Assistant Director, Minnesota Department of Safety Office of Justice Programs

*Tony Sertich*

Date: 6.6.22

Tony Sertich, President and CEO, Northland Foundation



Date: 7-7-22

Don Ness, Executive Director, Ordean Foundation