

**Memorandum of Understanding between
United Way of Greater Atlanta
And
DeKalb County Government**

This Memorandum of Understanding (MOU) develops an agreement between United Way of Greater Atlanta (hereafter referred to as "UWGA") and DeKalb County, Georgia, a political subdivision of the State of Georgia, acting by and through its duly elected Board of Commissioners (hereafter referred to as the "County") to provide food pantry/food services for intergenerational families living at or below the federal poverty level in South DeKalb, Georgia.

DeKalb County Government, Human Services Department has been awarded **\$23,325** to support the specific activities listed below during the time outlined in this Memorandum of Understanding.

General Provisions

County Will:

- Establish a partnership and agreement with a South DeKalb provider of food pantry/food services for intergenerational families living at or below the federal poverty levels in zip codes 30032, 30034 and 30035.
- Ensure the selected provider will identify 75 intergenerational families and conduct the intake process and food security survey for each family.
- Ensure the provider will address families living in United Way of Greater Atlanta's identified South DeKalb apartment complexes and add new clients from those apartment complexes as part of the project.
- Ensure the provider will ensure distribution twice a month of food boxes to 75 intergenerational families during the intake process and again after (12) months of service.
- Report quarterly on progress, including total meals provided, total families served, total individuals served, demographic data on all program participants, and data from the food security surveys conducted after 6 and 12 months.

UWGA will:

- Provide a check for **\$23,325** to the County for the South DeKalb Intergenerational Family Food program after signing of this Memorandum of Understanding.

Terms

The County will be paid in one installment after the signing of this Memorandum of Understanding. Payment will be sent to:

DeKalb County, Georgia
Finance Department
The Maloof Administration Building
1300 Commerce Drive
Decatur, Georgia 30030



The County shall maintain records related to all work under this MOU and shall make such records available to review upon request by United Way of Greater Atlanta.

Point of Contact:

The designated point of contact for this MOU on behalf of the United Way of Greater Atlanta is:

Mr. Charles Sterne, Director, Basic Needs/EFSP
United Way of Greater Atlanta
40 Courtland Street NE, Atlanta, GA 30303
(404) 527-7202
csterne@unitedwayatlanta.org

The designated point of contact on behalf of the County is:

Mr. Damon Scott, Director
DeKalb County Human Services Department
39 Rogers Street
Atlanta, Georgia 30317
(404) 270-1178
Email: dmscott@dekalbcountyga.gov

Financial Management System

County shall maintain a financial management system that provides for:

- a) Maintenance of true and accurate records
- b) Records and cash receipts and disbursements that provide a clearly defined audit trail.

All parties agree that:

- A. This MOU shall start **January 1, 2019** and terminate **December 31, 2019** unless otherwise indicated in an addendum.
- B. This MOU incorporates all prior negotiations, interpretations, and understanding between the parties and is the full and complete expression of their agreement. Any change, alteration, deletion or addition to the terms set forth in this MOU must be by written amendment executed by all parties.
- C. This MOU can be terminated with 30 days written notice by either party.
- D. Any party may request modification to this MOU. If all parties agree to the proposed modifications, the United Way of Greater Atlanta shall prepare a document setting forth the changes. Upon execution of such document, the changes shall be in full force and effect.



IN WITNESS WHEREOF the parties hereto, acting by and through their duly authorized offices have caused their hands to be affixed on the ____ day of _____.

Executive Director
Regional Commission on Homelessness

Date

Finance Representative
United Way of Greater Atlanta

Date

By: _____(SEAL)

_____by Dir., (SEAL)
Michael Thurmond
Chief Executive Officer
DeKalb County, Georgia

Name (Typed or Printed)

Title

Date

ATTEST:

ATTEST:

Signature

Elizabeth Finn Johnson

Name (Typed or Printed)

Barbara H. Sanders, CCC, CMC
Clerk of the Chief Executive Officer
and Board of Commissioners of
DeKalb County, Georgia

Secretary

Title

APPROVED AS TO SUBSTANCE:

APPROVED AS TO FORM:

Department Director Signature

Damon Scott

Department Director Name (Typed or Printed)

County Attorney Signature

County Attorney Name
(Typed or Printed)

Date

Date