

Memorandum of Understanding (MOU)

This Memorandum of Understanding (MOU) has been created and entered into on July 29th, 2021

Northern Marianas Housing Corporation (NMHC)
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Email: nmhc@nmhc.gov.mp

CNMI Homeless Prevention Coalition
c/o: NMHC
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I. Introduction and Goals:

1. NMHC (PHA) and the CNMI Homeless Prevention Coalition's (CoC) are committed to administering the EHV's in accordance with all program requirements.
2. NMHC's goals in administering the EHV program are as follows:
 - a. Effectively and efficiently lease up each EHV allocated to NMHC no later than September 2022, and ongoing lease up of any turnover vouchers through September 30, 2023, by receiving referrals from the CNMI Homeless Prevention Coalition;
 - b. Provide housing opportunities for people experiencing homelessness, including people experiencing literally homelessness, fleeing domestic violence, imminently at risk of homelessness, and people who were recently homeless, under definitions specified in the operating requirements;
 - c. Enable EHV participants to achieve housing quickly, creating both a short period of initial lease up and leaving no EHV's unused after that period;
 - d. Provide equitable access to EHV's for people fleeing domestic violence, which includes survivors of sexual assault and survivors of human trafficking;
 - e. Ensure that few EHV participants exit to a living situation other than permanent, self-sufficient housing.

The program's success will be measured by the number of voucher utilization and the housing stability and sustainability of each program participant.

3. Identification of staff position at the NMHC and CNMI Homeless Prevention Coalition who will serve as the lead EHV liaisons.

Lead HCV Liaison:

David Chargualaf, Program and Housing Division Manager

Chris Heeb, Chairman, CNMI Homeless Prevention Coalition (CoC- MP500)

II. Define the Populations eligible for assistance to be referred by CoC:

In order to be eligible for an EHV, an individual or family must meet one of the four eligibility categories:

- Homeless
- At-risk of Homelessness
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

Refer to EXHIBIT A: PIH Notice 2021-15 (HA), Section 8 (a), (b), (c), & (d) for definition of each eligibility categories.

III. Services to be provided to eligible EHV families:

1. Partnering service providers will support individuals and families in completing applications and obtaining necessary supporting documentation to support referrals and applications for assistance; while aiding households in addressing barriers.
2. Partnering service providers will support NMHC in ensuring appointment notification to eligible individuals and families and may assist eligible households in getting to meetings with the PHA.
3. NMHC may establish windows of time for EHV applicants to complete intake interviews for EHV.
4. Partnering service providers will assess and refer individuals and families to benefits and supportive services, where applicable, including but not limited to: Housing search assistance, counseling in compliance with rental lease requirements, and assistance on security and utility deposits.

IV. PHA Roles and Responsibilities

1. Coordinate and consult with CNMI Homeless Prevention Coalition in developing the services and assistance to be offered under the EHV service fee.
2. Accept direct referrals for eligible individuals and families through the CNMI Homeless Prevention Coalition.

3. Commit a sufficient number of staff and necessary resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner.
4. Commit a sufficient number of staff and resources to ensure that inspections of units are completed in a timely manner.
5. Designate a staff to serve as the lead EHV liaison.
6. Comply with the provisions of this MOU.

V. CNMI Homeless Prevention Coalition Roles and Responsibilities

1. Designate and maintain a lead EHV liaison to communicate with NMHC.
2. Refer to appropriate service providers eligible individuals and households in completing and applying for supportive documentation to accompany admissions application to the PHA (i.e., self-certifications, birth certificate, social security card, etc.).
3. Attend EHV participant briefings when needed.
4. Assess all households referred for EHV for mainstream benefits and supportive services available to support eligible individuals and families through their transition. While EHV participants are not required to participate in services, the CoC should assure that services are available and accessible.
5. Comply with the provisions of this MOU.

VI. Third Party

In the CNMI, state, local, philanthropic, faith-based organizations generally involved with the CoC will cooperate with the CoC in regards to the EHV program. This MOU may be amended should any third-party entities not be able to operate through the CoC.

Third party entities interested in referring individuals or families for the EHV program may refer their participants to the CoC or work with the CoC.

VII. Program Evaluation

The NMHC, and CNMI Homeless Prevention Coalition recipient agree to cooperate with HUD, provide requested data to HUD or HUD-approved contractor delegated the responsibility of program evaluation protocols established by HUD or HUD-approved contractor, including possible random assignment procedures.

Signed by:



Jesse S. Palacios
Corporate Director
Northern Marianas Housing Corporation (NMHC)

7/30/21

Date:



Chris Heeb
Chairman
CNMI Homeless Prevention Coalition
(MP500)

07/29/2021

Date