

# Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Hidalgo County Housing Authority

FILED  
AT 11:45 O'CLOCK A.M.

AUG 09 2016

ARTURO GUAJARDO, JR., COUNTY CLERK  
HIDALGO COUNTY, TEXAS  
BY Pto DEPUTY

The **Hidalgo County Head Start Program (HCHSP)** and **Hidalgo County Housing Authority** agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the **Hidalgo County Head Start Program** to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the **HCHSP and Hidalgo County Housing Authority** may not be amended except by a written document signed by **HCHSP and Hidalgo County Housing Authority**.

## Hidalgo County Housing Authority will:

- Provide housing need to families as funding is available and in accordance with H.U.D. and USDA requirements.
- Provide housing for homeless as funding is available and in accordance with H.U.D. and USDA requirements.
- Provide information and referrals to clients regarding services of the Hidalgo County Head Start Program.

## Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Provide information and referrals to families regarding services of the Hidalgo County Housing Authority.
- Designate a Hidalgo County Head Start staff member to serve as a liaison to the Hidalgo County Housing Authority.
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All **HCHSP** records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

**Collaboration Efforts between Hidalgo County Housing Authority and HCHSP:**

- To refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

**Termination:**

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

**Term:**

This Agreement is in effect for the 2016-2017 school year, unless earlier terminated as provided herein.

**Governing Law:**

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

**Consideration:**

This Agreement is being made in consideration of the following: **Hidalgo County Housing Authority and Hidalgo County Head Start Program** agree that there will be no financial exchange of monies or other compensation.

**Hidalgo County Housing Authority:**

_____	_____	Eloy Avila, Board Chairman
Authorized Signature	Date	Print Name and Title

**Hidalgo County Head Start Program**

<u>Ramon Garcia</u>	_____	<u>Teresa Flores</u>	<u>7-14-16</u>
Honorable Ramon Garcia	Date	Teresa Flores, Executive Director	Date
Hidalgo County Judge		Hidalgo County Head Start Program	

APPROVED BY COMMISSIONERS' COURT ON: 6/7/16



ATTEST:  
By: Arturo Guajardo Jr.  
Arturo Guajardo, Jr.  
Hidalgo County Clerk

Approved As To Form:  
Atlas, Hall & Rodriguez, LLP  
By: Stephen L. Crain  
Stephen L. Crain

Approved As To Form:  
Oxford & Gonzalez, P.C.  
By: Ricardo Gonzalez  
Ricardo Gonzalez

Date Approved by Policy Council: 5-25-2016  
Date Approved by Commissioner's Court: 6-07-2016