


**Memorandum of Understanding Between  
Hidalgo County Head Start Program**

*And*

*Women Together Foundation, Inc. / Mujeres Unidas*  
**2021-2023**

FILED	P.	M.
AT 1:33	O'CLOCK	
OCT 07 2021		
ARTURO GUAJARDO, JR. COUNTY CLERK HIDALGO COUNTY TEXAS		
BY:		DEPUTY

The **Hidalgo County Head Start Program (HCHSP)** and **Women Together Foundation, Inc.** 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 **Women Together Foundation, Inc.** may not be amended except by a written document signed by **HCHSP** and **Women Together Foundation, Inc.**

**Women Together Foundation, Inc. will on property other than HCHSP property:**

- Provide trainings to parents on the importance of providing physical, emotional, and developmental care to their children.
- Assist parents seek in meeting their own emotional and physical needs through other community resources available.
- Teach parents to identify crisis prevention resources, such as hotline numbers, local crisis centers, or names of counselors.
- Inform parents where to seek immediate shelter for their family in the event that one parent is abusive towards the other and the family must leave for safety reasons.

**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).
- 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.

- Follow Center for Disease Control (CDC) guidelines and HCHSP work safe plans due to Covid-19 pandemic.

**Collaboration Efforts between Women Together Foundation, Inc. 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:**

The Term of this Memorandum of Understanding is for two years commencing **September 1, 2021** and ending **August 31, 2023**, 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: **Women Together Foundation, Inc.** and **Hidalgo County Head Start Program** agree that there will be no financial exchange of monies or other compensation.

Signature page follows

The below signed authorities agree to the statements in this document in order to develop a strong collaboration and an open communication system at all levels which will enable both **Women Together Foundation, Inc.** and **HCHSP** to provide the children the best services available.

**Women Together Foundation, Inc.**

\_\_\_\_\_  
Estella De Anda, Executive Director

\_\_\_\_\_  
Date

**Hidalgo County Head Start Program**

*Richard F. Cortez*

\_\_\_\_\_  
Honorable Richard Cortez  
Hidalgo County Judge

\_\_\_\_\_  
Date

*10/4/21*

*Teresa Flores*

\_\_\_\_\_  
Teresa Flores, Executive Director  
Hidalgo County Head Start Program

\_\_\_\_\_  
Date

*10-2-21*



**Approved As To Form:**

Ricardo González, P.C.  
DBA, Oxford & González

By: \_\_\_\_\_

Ricardo González

AI- 82452

Date Approved by Policy Council: 09-15-2021

Date Approved by Commissioner's Court: 09-21-2021

APPROVED BY  
COMMISSIONERS COURT  
ON: 9-21-21 mm