

SAMPLE MEMORANDUM OF UNDERSTANDING- TENANT PROTECTION VOUCHERS FOR  
FOSTER YOUTH TO INDEPENDENCE INITIATIVE

\*\* This sample demonstrates the MOU requirements listed in Notice PIH 2019-20(HA) issued  
July 26, 2019\*\*

*This Memorandum of Understanding (MOU) has been created and entered into on [\*\*insert  
execution date\*\*] by and between the following parties in relation to their application for HUD  
Foster Youth to Independence (FYI) Tenant Protection Vouchers (TPVs) funding per the  
Consolidated Appropriations Act, 2019 (2019 Appropriations Act) (Public Law 116-6, approved  
February 15, 2019)*

[PHA Name and Address]

[PCWA/Extended Foster Care Agency Name and Address]

[CoC, or CoC Recipient Name and Address, if applicable]  
[\*\*include only if the CoC will be a participant in this MOU\*\*]

**I. Purpose**

Young adults aging out of foster care, or with histories of involvement with foster care, are at high risk of homelessness. The Family Unification Program (FUP), presently administered by 280 PHAs, or about 13 percent of all PHAs that administer the HCV program, is not available in all communities. As a result, the vast number of young people who are otherwise eligible for FUP, do not have access to this resource. Through the Foster Youth to Independence (FYI) initiative HUD will provide Tenant Protection Vouchers (TPVs) for youth eligible under the Family Unification Program (FUP), subject to availability, in communities that do not administer FUP.

**II. Youth Eligibility**

The population eligible to be assisted with funding under Notice PIH 2019-20 (HA) are youth certified by a PCWA as meeting the following conditions:

1. Has attained at least 18 years and not more than 24 years of age;

2. Left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act at age 16 or older; and
3. Is homeless or is at risk of becoming homeless. (*\*\*Homeless refers to the population included in the definition of this term at 24 CFR 578.3. At Risk of Becoming Homeless means the population defined as “At Risk of Homelessness” at 24 CFR 576.2\*\**)
4. Youth currently enrolled in their state’s extended foster care program who will be exiting within 90 days of their 21<sup>st</sup> birthday.

Eligibility is not limited to single persons. For example, pregnant and/or parenting youth are eligible to receive assistance as described in this MOU assuming they otherwise meet eligibility requirements.

### **III. Required Supportive Services**

The PCWA/extended foster care agency is required to provide or secure a commitment of supportive services for participating youth to assist the youth in achieving self-sufficiency. The services listed in (A) through (E) below must be provided for a period of 36 months to FUP-eligible youth receiving rental assistance through the FYI TPV initiative. A FUP-eligible youth cannot be required to participate in these services as a condition of receipt of the voucher. This list must include all of the following services, unless marked as optional. The organization(s) to provide these services must be identified.

- A. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation; and access to health care (e.g., doctors, medication, and mental and behavioral health services).

- B. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
- C. Providing such assurances to owners of rental property as are reasonable and necessary to assist a FUP-eligible youth to rent a unit with a voucher.
- D. Job preparation and attainment counseling (where to look/how to apply, dress, grooming, and relationships with supervisory personnel, etc.).
- E. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful work ethic and attitude models.
- F. Any services beyond those listed above (optional)

#### **IV. PHA Responsibilities**

The following PHA responsibilities must be identified:

- A. PHA must accept referrals of youth certified by the PCWA/extended foster care agency as eligible for assistance under this notice.
- B. PHA must determine if youth referred by the PCWA/extended foster care agency are eligible for HCV assistance.
- C. PHA must amend the administrative plan in accordance with applicable program regulations and requirements, if needed.
- D. Comply with the provisions of this MOU.
- E. Conduct regular meetings (at least quarterly) with the PCWA/extended foster care agency and CoC.

## V. PCWA/Extended Foster Care Agency Responsibilities

The following PCWA/extended foster care agency responsibilities must be identified:

- A. PCWA/extended foster care agency must have a system for identifying FUP-eligible youth within the agency's caseload and review referrals from the PHA and CoC.
- B. PCWA/extended foster care agency must have a system for prioritization of referrals to ensure that youth are prioritized for a FYI TPV based upon level of need and appropriateness of the intervention. For youth still involved in the child welfare system, the permanency goals of the young person should be taken into account.
- C. PCWA/extended foster care agency must provide written certification to the PHA that a youth is FUP-eligible.
- D. PCWA/extended foster care agency must provide or secure a commitment for the provision of required supportive services.
- E. Comply with the provisions of this MOU.
- F. Conduct regular meetings, at least quarterly, with the PHA and CoC (*if the Coc is a partner in this arrangement*).

## VI. CoC Responsibilities

Where the CoC, or a CoC recipient it designates, will be party to the partnership agreement, the following CoC responsibilities must be identified:

- A. Integrate the prioritization and referral process for FUP-eligible youth into the CoC's coordinated entry process.
- B. Identify services, if any, to be provided using CoC program funds to youth who qualify for CoC program assistance.
- C. Make referrals of FUP-eligible youth to the PCWA.

D. Comply with the provisions of this MOU.

E. Conduct regular meetings (at least quarterly) with the PHA and PCWA/extended foster care agency.

VII. **Statement of Cooperation**

The PHA, the PCWA/extended foster care agency, and the CoC (*if applicable*) agree to cooperate with HUD and provide requested data to HUD or a HUD-approved contractor delegated the responsibility of program evaluation.

Signed By:

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Executive Director, PHA

Date

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Executive Director, PCWA and/or extended foster care agency

Date

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Executive Director, CoC (*if applicable*)

Date