

## MEMORANDUM OF AGREEMENT

BETWEEN Bremer County

AND

Cedar Valley Friends of the Family

This Agreement is made and entered into this 13th day of June, 2022 by and between Bremer County, Iowa, a political subdivision of the State of Iowa, hereinafter referred to as the County, and Cedar Valley Friends of the Family.

### **I. Purpose**

Cedar Valley Friends of the Family's mission is to provide safe shelter, confidential services, and housing assistance to individuals in crisis due to homelessness, domestic violence, sexual assault, and human trafficking. Cedar Valley Friends of the Family envisions a future where everyone has a home. Cedar Valley Friends of the Family provides free services to help empower survivors who are facing housing instability because of experiencing violence to regain housing and safety.

Cedar Valley Friends of the Family addresses the need for safe shelter for people experiencing domestic violence, sexual assault, or human trafficking in Bremer County. Cedar Valley Friends of the Family's safe shelter program provides an around-the-clock response to survivors of violence with safety needs. Upon receiving a call, a trained victim advocate conducts a shelter assessment to determine the level of safety risk. Victim advocates use diversion strategies to assist survivors in identifying what safe housing options available to them are the best fit for their safety needs. Any caller who screens high-risk is offered an immediate response, including transportation to a safe and confidential place to stay.

Cedar Valley Friends of the Family's Friends House is one safety option available to survivors from Bremer County, which is staffed 24/7 around-the-clock with certified advocates. A second, more short-term safety option is the use of confidential hotels which the Cedar Valley Friends of the Family has developed collaborative agreements with. Utilizing confidential hotel locations can be useful when providing shelter to a survivor a) who needs to stay in their community, b) only needs a couple of nights of safety provided, or c) when the Friends House is full.

Beyond providing safe shelter, Cedar Valley Friends of the Family's Housing Services programs provide rental and utility assistance for survivors experiencing homelessness or who are at-risk of becoming homeless because of experiencing recent violence. Cedar Valley Friends of the Family's staff provides case management services, financial literacy, and referrals to community partners to provide resources that support survivors in becoming self-sufficient.

The county wishes to assist Cedar Valley Friends of the Family in providing safe shelter and rapid rehousing to survivors of domestic violence, sexual assault, and human trafficking in Bremer County.

## **II. Obligations**

The County does hereby agree to support Cedar Valley Friends of the Family's Northeast Iowa Shelter Services Program. The county shall:

- 1) Within 30 days of receiving Cedar Valley Friends of the Family's quarterly claims the county will make a payment for services rendered.

Cedar Valley Friends of the Family does hereby agree to the following in response to the county's funding commitment:

- 1) Cedar Valley Friends of the Family shall use funding received from Bremer County to provide safe shelter, rapid rehousing, and case management services to survivors of violence from Bremer County through Cedar Valley Friends of the Family's Northeast Iowa Shelter Services program. Bremer County's funding shall be spent within Bremer County and for the benefit of Bremer County residents.
- 2) Cedar Valley Friends of the Family will display the logo for Bremer County whenever feasible in all public displays, signs, newly printed brochures, and other items developed for distribution in Bremer County.
- 3) As soon as practicable after June 30, 2023, Cedar Valley Friends of the Family shall provide Bremer County a written report covering the period July 1, 2022, to June 30, 2023. At a minimum, the report shall include:
  - a. Use of Bremer County funds, including responses to the following questions:
    - i. Were all funds provided by Bremer County expended to provide safe shelter, rapid rehousing, and case management services to survivors of violence through Cedar Valley Friends of the Family's Northeast Iowa Shelter Services program? If not, explain how the funds were used, what amount remains unexpended, and anticipated date of expenditure.
    - ii. Were all funds provided by Bremer County expended in Bremer County? If not, approximately what percentage was spent outside Bremer County?
  - b. A list of other financial grants supporting Cedar Valley Friends of the Family, along with the level of support provided (name of contributing organizations and amount contributed by each)
  - c. Number of crisis calls answered from Bremer County.
  - d. Number of survivors provided with nights of safety from Bremer County.
  - e. Other statistics, as determined by Cedar Valley Friends of the Family, to track measurable change and client satisfaction.

### **III. Duration and Termination**

The initial term of this agreement shall begin on July 1, 2022 and expire on June 30, 2023.

Any notice or demand required or desired to be given hereunder shall be in writing and deemed given when personally delivered or when deposited in the United States mail, postage prepaid, sent certified or registered, and addressed as follows:

**If to Bremer County, Iowa:**

County Administrator  
Bremer County Board of Supervisors  
415 E Bremer Ave #3  
Waverly, Iowa 50667

**If to Cedar Valley Friends of the Family:**

Ben Brustkern, Executive Director  
Cedar Valley Friends of the Family  
PO Box 784  
Waverly, Iowa 50677

### **IV. Amendment of Agreement**

Any amendment to this agreement shall be made in writing upon agreement of the County and Cedar Valley Friends of the Family and after appropriate discussion and public dialogue. Any amendment is not effective until approved by resolution of the Bremer County Board of Supervisors.

**Cedar Valley Friends of the Family**

**County of Bremer**

By:  
Print Name: \_\_\_\_\_  
Executive Director

By:  
Print Name: \_\_\_\_\_  
Chair, Bremer County Board of  
Supervisors

**Attest:**

STATE OF IOWA    )  
                                  ) ss:  
County of Bremer            )

On this Day \_\_\_\_ of the \_\_\_\_\_, 20\_\_\_\_, before me a notary public in and for said County, personally appeared \_\_\_\_\_ and to me personally known, who being duly sworn, did say that he/she is the Chair of the County of Bremer, Iowa, created and existing under the laws of the State of Iowa and that the seal affixed to the foregoing instrument is the seal of said County by authority and resolution of its Board of Supervisors and said Chair acknowledged said instrument to be the free act and deed of said County by it voluntarily executed.

\_\_\_\_\_  
Notary Public for State of Iowa

STATE OF IOWA    )  
                                  ) ss:

COUNTY OF Bremer

On this day \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_, before me a notary public in and for said County, personally appeared \_\_\_\_\_ and to me personally known, who being duly sworn, did say that he/she is the \_\_\_\_\_ of the corporation and that no seal has been procured by the corporation, the instrument was signed and sealed on behalf of said corporation, and execution of said instrument was the voluntary act and deed of the corporation, by it voluntarily executed.

\_\_\_\_\_  
Notary Public of State of Iowa

## RESOLUTION 22-56

**MOVED by Neil, SECONDED by Kammeyer** that the following Resolution be adopted:

**WHEREAS** Cedar Valley Friends of the Family's mission is to provide safe shelter, confidential services, and housing assistance to individuals in crisis due to homelessness, domestic violence, sexual assault, and human trafficking. Cedar Valley Friends of the Family envisions a future where everyone has a home.

**WHEREAS** Bremer County wishes to assist Cedar Valley Friends of the Family in providing client assistance and case management services to assist individuals, families, and survivors of violence from Bremer County that are experiencing homelessness through a funding commitment of \$8,000 for FY23.

**NOW, THEREFORE, BE IT RESOLVED** that Bremer County approves and authorizes the Chair to sign the attached Letter of Agreement between Bremer County, Iowa, and Cedar Valley Friends of the Family to provide rental assistance and case management services to assist individuals, families, and survivors of violence from Bremer County that are experiencing homelessness.

### Bremer County

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Chair

#### SUBMITTED BY:

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**Ben Brustkern**  
Executive Director

APPROVED AS TO FORM:

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**Assistant County Attorney**

#### Roll Call for Allowance:

Ken Kammeyer	Yea	Nay
Tim Neil	Yea	Nay
Duane Hildebrandt	Yea	Nay

Yea \_\_\_\_\_ Nay \_\_\_\_\_

Above tabulation made by \_\_\_\_\_

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**Chairperson**