

MEMORANDUM OF UNDERSTANDING
Between The City Of Lauderhill
And
The Members of The Lauderhill Health And Prosperity Partnership

This Memorandum of Understanding (“MOU”) is made and entered into this day of _____ 2021, by and between the City of Lauderhill, a political subdivision of the State of Florida (“CITY”) and the participating Lauderhill health and Prosperity Partners (“Partners”) as represented by the signatures to this MOU.

WHEREAS, CITY has been awarded a grant by the US Department of Health and Human Services (“HHS”) Office of the Assistant Secretary for Health (“OASH) and Office of Minority Health (“OMH”) to Advance Health Literacy (AHL) and enhance equitable community responses to COVID-19.

WHEREAS, CITY is the grantee under the Grant Agreement and is responsible for accepting and complying with all the terms, provisions, conditions, and commitments of the Grant Agreement; and

WHEREAS, PARTNERS agree to collaboratively work together to promote Health Literacy throughout the City of Lauderhill.

NOW, THEREFORE, the parties agree as follows:

1. Purpose. The purpose of this partnership Memorandum of Understanding is to outline specific roles and responsibilities of the City and Partners to advance health literacy.
2. Term. This Memorandum of Understanding shall commence on the ____ day of _____, 2021 and end no later than 30th day of June, 2023.
3. Roles and Responsibilities
 - A. Partnership
 - Equitable distribution of Health Literacy materials
 - Provide leadership, coordination, and oversight of Focus Groups that will implement:
 - “Teach Back” method curriculum
 - Effective provider communication
 - Formulation of self-assessment tools
 - Coordinate communications among partners and outside entities to foster community engagement
 - Provide input and suggestions of the effectiveness of the health literacy materials
 - Create and oversee a Cultural Linguistic Competency Advisory Subcommittee that will:
 - Ensure membership includes representation of disparate populations
 - Gain understanding of Cultural and Linguistically Appropriate Services (CLAS) requirements relating to all 15 standards
 - Promote intervention strategies for better communication
 - Discuss and make recommendations regarding various tools, communication and strategies to ensure responsiveness to diverse cultural health beliefs and practices of the disparate populations

- Discuss and make recommendations for procedures that ensure adherence to National CLAS standards
- Review all healthy literacy print and multimedia (tweet, facebook, press-release, public announcements, website, etc) to ensure they comply with Federal CLAS standards and PEMATOP guidance's.

B. City of Lauderhill shall

- Provide coordination of all meetings in person or Zoom
- Minutes of Meetings
- Training materials for "Teach-Back" method
- The City shall provide guidelines for PEMAT-P (Patient Education Materials Assessment Tool for Printable Materials)
- Health Literacy materials and marketing materials for Partnership's review

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding on the date and year aforementioned.

CITY OF LAUDERHILL

By _____
Desorae Giles-Smith, City Manager

By _____
Andrea Anderson, City Clerk

_____ Date

SEAL:

Witness:

_____ Date

Witness:

_____ Date

[name]

By_____

[name]

By _____

[name]

By _____

[name]

By_____

[name]

By _____

[name]

By _____