

SOUTHERN CITIES ECONOMIC INITIATIVE
MEMORANDUM OF UNDERSTANDING
BETWEEN
NATIONAL LEAGUE OF CITIES INSTITUTE
AND
CITY OF LAUDERHILL

This Memorandum of Understanding (MOU) between the **National League of Cities Institute (NLCI)** and the **Municipality of Lauderhill, FL** (hereinafter, “the City”) sets forth the terms of participation and understanding as part of the **Southern Cities Economic Initiative (SCEI)** between April 24, 2025, and October 31, 2025.

SCEI is a program designed to help municipalities plan and implement economic mobility and inclusion strategies. NLCI and partners will help participating cities achieve these goals by providing research and data support, peer learning opportunities, tailored technical assistance, and grant funding. The program’s goal is to expand and sustain the participation and economic mobility of underserved businesses and residents, ultimately leading to thriving communities and a more equitable economy.

SCEI is a collaboration between NLCI and the Federal Reserve Bank of Atlanta and with support from the W.K. Kellogg Foundation, the Annie E. Casey Foundation, the Robert Wood Johnson Foundation, the Kresge Foundation, and the Nathan Cummings Foundation.

GRANT AWARD AND USE OF FUNDS

NLCI will provide the City a grant in the amount of \$15,000 to support costs associated with expanding and sustaining the economic mobility of residents and small businesses as outlined in the City's application as accepted by NLCI. Funds shall be used solely for the purpose and goals stated herein and in accordance with the budget submitted by the City and approved by NLCI for activities for the term of this MOU. Allowable uses of funds include but are not limited to expenses associated with core personnel costs; consultants, stakeholder engagement with community organizations, residents, and other partners; supports or incentives for resident engagement such as payments, gift cards or food; sub granting to target population; technology integration; and other uses as approved by NLCI.

DISTRIBUTION OF AWARD

NLCI shall distribute the total planning grant award to the City upon the receipt of a completed W-9 form, completed ACH form, and a signed copy of this MOU.

CITY RESPONSIBILITIES

By accepting this grant, the City agrees to:

- Identify three core team members to participate in all project activities outlined in this MOU and designate a municipal staff member as team lead who will serve as a primary contact for NLCI;
- Participate fully in the project orientation call on April 24, 2025, four Boot Camp sessions, monthly all-city calls, and one virtual convening;
- In collaboration with NLCI staff, identify a time for and attend a monthly technical assistance (TA) call and to support the development of the City's economic inclusion strategy;
- Complete a provided economic inclusion inventory tool to guide strategy development;
- With guidance from SCEI staff, complete an Economic Inclusion Business Plan outlining at least one new or expanded program or policy change that increases opportunities for residents and businesses. This plan will also serve as the City's application to the SCEI Implementation Phase;
- Utilize Airtable (a data collection software tool) to post and review updates, track follow-up tasks from TA meetings, and support coordination and learning across peer cities as suggested by NLCI;
- Set aside time to meet with SCEI project evaluators and provide timely, constructive feedback to support continuous improvement;
- When discussing the City's participation in or impacts of the program in public settings or communications and media materials, note the National League of Cities' involvement;
- Keep NLCI staff apprised of progress, and notify NLCI within 3 business days of any major setbacks, unexpected challenges, staff transitions on the funded project team, or proposed budget changes exceeding 50 percent throughout the grant period; and
- Submit a financial report to NLCI by November 30, 2025, which shows how the awarded funds were used or are obligated toward project objectives.

EFFECTIVE DATE AND TERMINATION RIGHTS

This MOU will take effect upon the last party's signature and shall remain in effect until October 31, 2025. Either party may terminate this MOU upon delivery of a written notice to the other party. Upon termination, the City must promptly refund any unused grant funds to NLCI within 30 days.

AUTHORIZED SIGNATURES

By signing this document, I acknowledge that I have read and agree to the provisions set forth in this MOU for the National League of Cities Institute’s *Southern Cities Economic Initiative*.

City

Signature

Date

Name -Authorized Signature

Title

City

National League of Cities Institute

Signature

Date

Michael Terseck
Chief Financial Officer
National League of Cities

Grant Disbursement Form

CITY INFORMATION:

Lead Contact Name:	
Email Address:	
Phone:	

FISCAL AGENT INFORMATION:

Fiscal Agent Name:	
Fiscal Agent Contact Information (Address and Telephone):	
*Federal Tax ID #:	

Make check payable to (include mailing address if different from above):

Please list any additional information we may need to appropriately disburse your grant funds (e.g., splitting the grant amount into separate disbursements, etc.):

Please email these completed pages, your city's W-9 form, and the ACH form to Rosanna Mulcahy at Mulcahy@nlc.org