

MEMORANDUM OF UNDERSTANDING
BETWEEN

THE CITY OF LAUDERHILL
AND
HARMONY DEVELOPMENT CENTER, INC (HDC)

For the Provision of Service in YF 2024:
Positive Youth Development 2024 Funded by
Childrens Services Council of Broward County

MISSION:

Harmony Development Center's mission is to empower youth and families to thrive as productive and peaceful members of our community.

AGENCY BACKGROUND:

Harmony Development Center, Inc. ("HDC") was founded in 2001, by Myriam Campo Goldman, an activist concerned with the rise in juvenile crime in Broward County. She began her work by volunteering in several Broward County community agencies and realized the lack of resources available to address the needs of the youth and their families. Since 2001, HDC has worked with thousands of at-risk youths and their families, providing a wide range of services such as case management services, individual, family and group counseling, substance abuse counseling, delinquency education, prevention education to youth and parents and after school and summer programming. HDC has made lasting and meaningful relationships with community partners who work diligently with HDC to assist the youth and their families. Since its inception, HDC has stayed true its mission of "empowering youth and families to thrive as productive, peaceful members of our community". Our mission is to help youth thrive and develop positive life skills that are practical and relevant to challenges they face in the world today.

The City of Lauderhill ("City") Parks and Recreation Department is a responsive public service agency comprised of dedicated professionals committed to enriching citizens lives by providing quality leisure opportunities in a safe, professionally maintained park system, accessible and affordable to all. The City of Lauderhill strives to be recognized for our genuine concern for the physical and mental well-being of our citizens and for providing for the protection and preservation of a high quality of life for present and future generations.

PURPOSE OF THIS MEMORANDUM:

SCOPE OF SERVICES

The Youth Force program is designed to provide supportive services that will assist the youth to improve grades, increase attendance, lower risk factors, increase protective factors and engage in pro social, cultural arts, nutrition and fitness and educational activities that will elicit growth and support healthy development. Additional services include case management, prevention and education and Restorative Justice circles. The program's focus is as follows:

1. Focus on youth strengths
2. Utilize the community as a primary resource
3. Base interventions on youth self-determination
4. Develop a strong, positive, and mutually trusting relationships
5. Include active outreach as a component of intervention
6. Foster relationships with other enrolled youth.

Program services:

1. **Strength Discovery Assessment:** Upon entering the program, each youth will be assessed to determine protective factors including individual, family, school, and community strengths. Extracurricular activities and family support, as well as academic challenges or economic deprivation, shall be identified to help determine the level and types of supports that may be needed and services tailored to each individual.
2. Assessment results should be combined with the youth's voice to determine the appropriate tiered/triaged support level. Youth will either receive success coaching services weekly or bi-weekly, which will include linkages to appropriate community supports as needed.
3. **Goal Development & Individualized Service Plan (ISP):** Success Coaches will review each youth's assessment information and incorporate youth voice to work in conjunction with the youth to create individualized goals. It is important to identify both long and short-term goals during this phase of the program, as accomplishing short-term goals will help the youth to feel a sense of empowerment and motivation to accomplish longer term objectives.
4. Goals should address academic issues, as well as other areas where the youth would like to improve, including both personal and family-related issues. These goals will be used to create an ISP, which is a "road map" identifying specific strategies and action steps that will help overcome challenges and achieve identified goals. It is critical to involve youth voice in this process to gain their buy-in and help them to develop self-efficacy, which will result in the youth feeling a sense of empowerment through recognition of their accomplishments.
5. Wherever possible, youth shall be connected with natural supports in the community to ensure positive behaviors will continue after program participation has been completed. ISPs shall include developmentally and culturally appropriate action steps that will be re-evaluated on an ongoing basis.

Support Services:

- a. Youth with documented needs shall receive supportive services to help them successfully participate in the program, which may include transportation assistance and emergency financial assistance using flex funds to meet basic needs for food, shelter, utilities, etc. Additionally, Success Coaches shall connect youth with appropriate community resources that will help them meet their goals as part of the service planning process.
- b. **Informal Counseling:** Individual counseling shall be provided informally, as needed, during the program as staff cultivate trusting relationships with the youth they are serving. This informal counseling shall assist youth in dealing with individual, family, and community issues and connect youth to their communities in ways that meet the needs identified in their assessment and individualized service plans. Success Coaches are available before school,

during lunch, evenings after program hours, and on weekends as the need arises to provide face-to-face services. Group sessions are provided to address specific topics that will help prepare youth for adulthood, such as positive peer relationships, conflict resolution, or dealing with cultural diversity. Youth with more intensive mental health needs shall receive appropriate counseling through referrals to community-based agencies that specialize in these services.

c. Service Coordination: Program staff coordinate services for youth participants who are involved with other systems of care, such as the dependency or juvenile justice systems. Coordination with school staff is recommended to help attain academic and behavioral goals, especially when providing services for youth with special needs and/or behavioral health issues.

3. Academic Services & Supports

a. Academic Assessment: During the Strengths Discovery assessment process, program staff will determine if youth are having trouble in a particular subject area, or with school behavior and/or attendance, using report cards, Pinnacle, test scores, IEPs, and other academic information provided by the youth's parents. This information will then be used to create appropriate academic goals that will be included in the youth's service plan.

b. Academic Guidance & Counseling: Youth shall receive individualized academic guidance and counseling to help them stay on track for meeting academic success. Small group sessions may also be provided on specific topics that will help prepare youth for academic success, such as study skills or test preparation.

c. Instruction and Remediation: Creative and engaging teaching strategies that address the needs of the learners will be used to provide developmentally appropriate academic instruction and competency development. The youth's academic service goals can be utilized to guide remediation activities to ensure that specific skill areas where the student is experiencing learning deficits are addressed. Academic services must be provided both during the school year and the summer components. During the school year, activities will focus on homework assistance, while academic enrichment activities may be the focus during the summer session.

d. Tutoring: Based on youth's academic assessments and ISP goals, youth may be paired with tutors in specific subject areas, as needed. The frequency and intensity will be tailored in accordance to the need of the youth.

e. Project-Based Learning: This component would include the use of fun and engaging enrichment activities designed to build a variety of skills and competencies, including personal and social skills. Project-based and hands-on contextual learning activities should be designed to attract youth while embedding curriculum that builds both life skills and academic skills. Activities offered through this component may also be tied to other program components, such as community service learning, employability skills training, nutrition and fitness, and cultural arts, to provide a more holistic and engaging learning experience. Science, Technology, Engineering, and Mathematics (STEM) projects, such as robotics, drones, coding, and video game development are encouraged.

f. Literacy Promotion: The use of developmentally appropriate and culturally relevant reading materials, discussion groups, book clubs, writing activities, and trips to the library are encouraged.

g. Family Engagement Activities Proposals must demonstrate how a minimum of two (2) family engagement initiatives will be provided. The objective of this component is to encourage youth and their families to participate in building strong networks that support each youth. Examples of family activities include workshops designed to increase parents' involvement with their children's education, as well as seminars on relevant topics. Family showcases highlighting the youths' skills, resource fairs, and family building events designed to strengthen family bonds and build lasting memories may be offered. Events can be cultural, educational, or recreational, and should be designed to promote positive interactions between family members, e.g., family picnics with youth-oriented activities and Family Fun Days focusing on the creative arts.

PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING

The City Commission of the City of Lauderhill approved Resolution 23R-05-128 on May 8, 2023 which authorized City Officials to enter into negotiations for an agreement with contractors to perform youth recreation and out of school programming services. Accordingly, the City entered into a Contract for youth recreation and out of school programming services with HDC ("Program Services Contract"). HDC is funding its services with the Children's Services Council grant dollars and requires this memorandum of understanding as part of its grant application.

This MOU is entered into this day _____ through _____ between The City of Lauderhill located at 5581 West Oakland Park Blvd. Lauderhill, FL 33313, and Harmony Development Center, (HDC) a Florida 501 c3 a Florida 501 c3 private not-for-profit, whose located at 3810 Inverary Boulevard Suite 206 Lauderhill, FL 33313. The purpose is to memorialize the intent of the Program Service Contract between the City and HDC under the terms provided in the Program Service Contracts which provides for the use of City of Lauderhill properties WINDMERE COMMUNITY CENTER located at 1818 NW 54th Terrace Lauderhill, FL 333313 and WEST KEN LARK PARK at 1321 NW 33rd Ave., Lauderhill, FL 33311 for the Youth Force after school and summer program and to provide a continuum of service for our families residing in The City of Lauderhill.

Harmony Development Center, Inc. agrees to:

Provide the key strategies listed in the Program Service Contract, and as detailed above to middle school aged youth that reside in the City of Lauderhill.

Pay for the use of the center meeting rooms at the rate as indicated on Exhibit "D" attached hereto and incorporated herein.

The City of Lauderhill agrees to

Allow Harmony Development Center to use assigned meeting rooms at Windermere Community Center and/or West Ken Lark Park at their listed rates as a site to provide after school and summer programming for middle school youth residing in the City Lauderhill.

[SIGNATURE PAGE ONLY TO FOLLOW]

Harmony Development Center

Signature of Representative

Printed Name

Date

The City of Lauderdale

Signature of Representative

Printed Name

Date

Exhibit “D” rental fee schedule

Lauderhill Parks Facility use for each room as indicated or needed:

Small meeting room

\$60 per Day (4 hours Lauderhill Resident/business rate)

\$25 per hour, if needed

\$100 facility use deposit

Large meeting Room

\$100 per Day (4 hours Lauderhill Resident/business rate)

\$25 per hour, if needed

\$100 facility use deposit