

**Board of County Commissioners
Agenda Request**

Date of Meeting: February 2, 2016

Date Submitted: January 19, 2016

To: Honorable Chairperson and Members of the Board

From: Robert M. Presnell, County Administrator
Anita DeSilva, SHIP Administrator
Mary L. Jones, Tallahassee Lenders Consortium, Inc.

Subject: Authorization for the Chairperson to Sign a Memorandum of Understanding (MOU) with Tallahassee Lenders Consortium, Inc. (TLC)

Statement of Issue:

This agenda item seeks authorization for the Chairperson to sign a Memorandum of Understanding (MOU) with Tallahassee Lenders Consortium, Inc. This MOU allows the Tallahassee Lenders Consortium, Inc., the ability to offer Financial Fitness Workshops, General Affordable Housing Counseling, Delinquent Mortgage Counseling and Buyer Readiness Workshops to the citizens of Gadsden County reach financial security.

Background:

The Tallahassee Lenders' Consortium, Inc. is a non-profit organization whose mission is to improve people's ability to obtain safe and decent affordable housing and financial security. For over 15 years, TLC has been on a mission to build stronger communities, one family at a time by providing a path to homeownership for anyone who desires.

Analysis:

It has been shown that homeownership has a ripple effect in the communities that we live in, increasing civic participation, improving education and creating a stable economic base. The TLC will provide the citizens of Gadsden County with tools for comprehensive programming for financial security that will impact each community.

Fiscal Impact:

None

Options:

1. Authorize the Chairperson to sign the MOU with the TLC.
2. Do not authorize the Chairperson to sign the MOU with the TLC.
3. Board direction.

County Administrator's Recommendation:

Option 1

Attachments:

1. Memorandum of Understanding (MOU)

Memorandum of Understanding

Between

Tallahassee Lenders' Consortium

And

Gadsden Board of County Commissioners

This memorandum of understanding sets forth the terms and understanding between Gadsden County Board of Commissioners (BOCC) and Tallahassee Lenders' Consortium, (TLC) to make available TLC's Credit Counseling and Financial Education classes, free of charge to any client that is referred by the Gadsden County SHIP offices. Other services that TLC offers will be available to Gadsden County clients free of charge. One-on-one counseling services will be made available to Gadsden County residents at 9 East Jefferson Street, Quincy, Florida 32351, counseling office provided by the Gadsden County SHIP Administrator. Client will be responsible for the payment of the cost for their personal credit reports (\$20.00 per person). Office space will be provided by the SHIP Administrator, free of charge and will serve as the official Gadsden County address for TLC to provide counseling in Gadsden County as required by Housing and Urban Development (HUD), National Mortgage Licensing Service (NMLS) and Office of Financial Regulations, (OFR).

BACKGROUND

TLC, established in 1993, has a long established history of providing affordable mortgage loan education and financial literacy education to low-to-moderate income homebuyers. TLC also provides free default mortgage prevention counseling to all income levels. TLC proposes to provide a series of financial literacy class (12) covering various topics to include but not limited to: budget, credit, credit scoring, home buyer readiness, saving/ asset building, and identity theft awareness. TLC will provide 4 (8 hour) homebuyer education classes with certificates for those persons needing **SHIP-alternative** down payment assistance. There will be two classes for current homeowners that will include; filing homestead exemptions, safety, energy conservation and home maintenance.

PURPOSE

The following goals will be accomplished by undertaking the following activities:

- The Gadsden County staff will introduce the TLC programs through a Kickoff event in which all previous applicants will be invited to restart the homeownership quest. **(TBA)**
- TLC will provide counseling services in Gadsden County, one day per week to those applicants who choose to restart their quest and have prescheduled appointments. All appointments will be held at the Gadsden County SHIP office.
- Provide counseling and referral services to assist applicants to reduce student loan debt.
- TLC will provide Credit Score Analysis for clients to improve score for opportunities to secure preferred interest rates. Clients will be responsible for paying the fee for this credit report used for this service (\$20.00 per person).

REPORTING

Once at the end of each quarter, TLC will report client participation and progress to the Gadsden SHIP Administrator, provided an authorization to release information form is on file giving us permission to disclose the information. Before TLC can report a client's information, the client will sign an authorization allowing the exchange of information between the agencies. TLC will provide to Gadsden

County a copy of the client's credit report and action plan after the Counseling session is completed, with client's approval. All files will be retained at the Gadsden County SHIP office.

FUNDING

This memorandum of understanding is not a commitment of funds.

DURATION

This Memorandum is at-will and may be modified by mutual consent of authorized officials from Gadsden County Board of Commissioners, or its designee or Tallahassee Lenders' Consortium. This Memorandum of Understanding shall become effective upon signature by the authorized officials from Gadsden County Board of Commissioners, or its designee and Tallahassee Lenders' Consortium and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from Gadsden County Board of Commissioners, or its designee and Tallahassee Lenders' Consortium this Memorandum of Understanding shall end on 9/30/16.

Gadsden County Board of Commissioners

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_____ Date _____
Brenda A. Holt, BOCC
Gadsden County Chairperson

_____ Date _____
Libby Lane
Executive Director
Tallahassee Lenders' Consortium (TLC)

ATTEST

Gadsden County Clerk of Court