

**MEMORANDUM OF UNDERSTANDING
REGARDING FOOD VOUCHERS**

BETWEEN

**UNITED AGAINST POVERTY, INC.
AND INDIAN RIVER COUNTY**

This MEMORANDUM OF UNDERSTANDING ("MOU") is entered into as of the ____ day of _____, 2023, by and between UNITED AGAINST POVERTY, INC., a Florida not-for-profit corporation and a 501(c)3 corporation ("UP"), and INDIAN RIVER COUNTY, political subdivision of the state of Florida ("IRCGOV"), (collectively the "Parties", each a "Party").

WITNESSETH

WHEREAS, UP was formed under Chapter 617, Florida Statutes, and is a Florida corporation organized to provide food assistance, crisis support, education and other services on a not-for-profit basis;

WHEREAS, UP is a non-profit anti-poverty organization that operates The UP Center located at 1400 27th Street, Vero Beach, Florida 32960.

WHEREAS, IRCGOV provides access to food pantry products that are specifically targeted to assist a population that aligns with persons served at the UP Center.

WHEREAS, the partners herein desire to enter into a Memorandum of Understanding setting forth the services to be provided by a collaborative agreement between IRCGOV and the UP Center:

Section I: History of Relationship

1. IRCGOV has expressed an interest in partnering with UP to provide food products through UP's Member Share Grocery Program to eligible individuals.

Section II: Roles and Responsibilities

1. IRCGOV will identify individuals seeking assistance with the food insecurity and will refer them to the UP Center during regular business hours.
2. IRCGOV will oversee the distribution of food vouchers to individuals and families. These vouchers, provided in \$10 denominations, represent approximately \$30 worth of grocery items typically available in a grocery store. Each voucher will be stamped with the UP name and address to indicate their exclusive use. The necessary stamp will be supplied to IRCGOV by UP. Additionally, IRCGOV-referred individuals or families will be required to complete a membership application and be entered into the UP database system to enable checkout at the registers. UP will process the food vouchers, redeemed at the register, compiled on a monthly basis and invoiced to IRCGOV for reimbursement. The invoice will include supporting documentation.

3. UP will manage the processing of food vouchers when they are redeemed at the register. This information will be compiled on a monthly basis, and UP will provide IRCGOV with an invoice for reimbursement. The invoice will be accompanied by supporting documentation to ensure transparency and accuracy in the reimbursement process.
4. UP will provide the membership application to IRCGOV for the referred individual/family to complete prior to utilizing the Member Share Grocery Program as a convenience. UP employs staff that can assist with the application process should that be necessary.

Section III: Commitment to Partnership

1. This agreement is limited to UP's facilities in Vero Beach, FL, located at 1400 27th St. Vero Beach, FL 32960 and 1050 Old Dixie Hwy SW, Vero Beach, FL 32962.

NOW, THEREFORE, it is hereby agreed by and between the partners as follows: IRCGOV will create food vouchers and provide to eligible participants who will have the ability to utilize the Member Share Grocery Program located at 1400 27th St. Vero Beach, Florida 32960 and 1050 Old Dixie Hwy SW, Vero Beach, FL 32962.

UP will compile the food vouchers utilized by the eligible participants on a monthly basis and submit an invoice for reimbursement to IRCGOV.

We, the undersigned, have read and agree with this MOU. Further, we have reviewed the proposed project and approve it.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF the County and United Against Poverty, Inc. have caused these presents to be executed in their names, the day and year first above written.

UNITED AGAINST POVERTY, INC.
a Florida not for profit corporation

INDIAN RIVER COUNTY BOARD OF
COUNTY COMMISSIONERS

Print Name: _____
Title: _____

Joseph H. Earman
Chairman

BCC Approved: _____

WITNESS: _____
Witness printed name: _____

Approved:

WITNESS: _____
Witness printed name: _____

By: _____
John A. Titkanich, Jr.
County Administrator

Attest: Ryan L. Butler,
Clerk of Court and Comptroller

By: _____
Deputy Clerk

Approved as to form and legal sufficiency

William K. DeBraal
County Attorney