



151 University Dr. P.O. Box 367, West Liberty, Kentucky 41472
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Memorandum of Understanding (MOU)

Between

Gateway Community Action Helping Every Area of Relationships Thrive (HEART) Program
&
Menifee County School District

Purpose:

This Memorandum of Understanding (MOU) establishes a collaborative relationship between Gateway Community Action HEART Program Grant (hereafter referred to as "Gateway") and Menifee County School District (hereafter referred to as "the District") to support the development of healthy relationships and financial literacy among high school students aged 18 and older within the HEART Program.

Facilitator and Case Manager (hereafter referred to as "FC, CM") will be responsible for guiding students through a structured program to ensure they understand the importance of healthy relationships, budgeting skills, and credit management for future financial stability.

Responsibilities of Gateway Community Action Helping Every Area of Relationships Thrive (HEART) Program:

1. **Provision Facilitator (FC) and Case Manager (CM):**
 - o Assign a qualified FC to engage high school seniors within the District.
 - o Ensure the FC and CM receive the necessary training and resources to effectively support students in relationship and financial literacy education.
2. **Program Implementation and Management:**
 - o Oversee the implementation of the HEART program within the District.
 - o Conduct required set-hour workshops per funding source.
 - o Provide incentives to students who complete all hours of the workshops, including all required pre- and post-assessments, per the specific grant funding source participation completion.

Responsibilities of Menifee County School District:

1. **Provision of Facilities:**
 - o Allocate appropriate space within the school for the FC to conduct Healthy Relationships and Financial Literacy activities.
 - o Ensure the provided space fosters student engagement.

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2. Access to Students:

- o Facilitate interaction between the Facilitator and all high school students.

3. Support and Collaboration:

- o Collaborate with the FC on interactive activities and financial budget planning.
- o Work with the CM to support students in developing future financial plans after graduation.

Joint Responsibilities:

1. Communication and Coordination:

- o Maintain regular communication between Gateway and the District to ensure program alignment and address any challenges promptly.
- o Coordinate efforts to integrate activities seamlessly into students' educational experiences.

2. Data Sharing and Confidentiality:

- o Share relevant student data and progress reports while complying with confidentiality and privacy regulations.
- o Use collected data to assess the impact of the program on students' understanding of healthy relationships, financial planning, and credit management.

Duration and Termination:

Term and Modification

This agreement shall take effect as of the HEART grant period and remain in force until the completion of the grant program (09/30/2025 to 09/29/2030).

Any amendments or cancellations to this MOU must be provided in writing with at least thirty (30) days' prior written notice.

Signatures:

Gateway Community Services Organization (GCSO)

Signature: Martina Roe

Name: Martina Roe

Title: CEO

Date: 07/19/2025

Menifee County School District

Signature: _____

Name: _____

Title: _____

Date: _____