

RESOLUTION NO. 2020-58

AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH THE
CENTERS FOR FAMILIES AND CHILDREN FOR IMPLEMENTATION OF THE
CAREER NAVIGATION PROGRAM

WHEREAS, GCRTA and The Centers for Families and Children ("Centers") submitted a grant application to the Fund for Economic Opportunity ("Fund) Paradox Prize for the Career Navigation Program; and

WHEREAS, the Fund awarded the Career Navigation Program \$100,000 for the Career Navigation Program; and

WHEREAS, the implementation of the Career Navigation program with the Centers necessitates the execution of a Memorandum of Understanding between the parties; and

WHEREAS, the Career Navigation Program is an innovative approach to serving a targeted population that has historically had transportation issues in accessing places of employment; and

WHEREAS, GCRTA and the Centers desire to enter into a memorandum of understanding governing the use of the grant funding secured from the Paradox Prize to implement the Career Navigation Program.

WHEREAS, the Centers will provide payment to GCRTA in an amount not to exceed \$30,000 for the purchase, at market rate, of fare media for program participants.

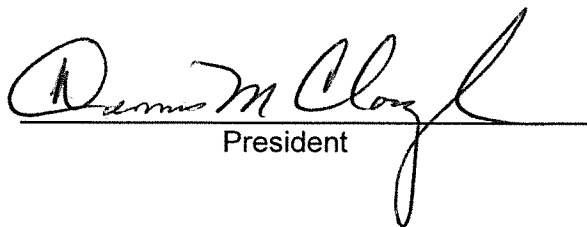
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the General Manager, Chief Executive Officer of the Greater Cleveland Regional Transit Authority be and is hereby authorized to enter into a Memorandum of Understanding ("MOU") with The Centers for Families and Children ("Centers") to implement the Career Navigation Program.

Section 2. That the fiscal agent of the grant will be The Centers for Families and Children, and GCRTA will invoice the Centers for all expenses allowed in the grant up to \$30,000. The Centers will be responsible for all fiscal and reporting requirements to the Fund with assistance from GCRTA.

Section 3. That this resolution shall take effect immediately upon its adoption.

Adopted: July 28, 2020



President

Attested: 

Interim Secretary-Treasurer



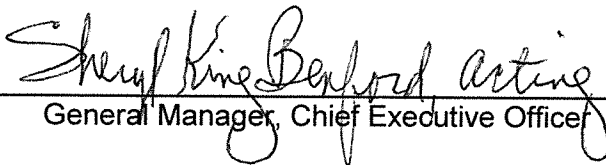
Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: CONTRACT: MEMORANDUM OF UNDERSTANDING WITH THE CENTERS FOR FAMILIES AND CHILDREN FOR IMPLEMENTATION OF THE CAREER NAVIGATION PROGRAM VENDOR: THE CENTERS FOR FAMILIES AND CHILDREN AMOUNT: N/A	Resolution No.: 2020-58
	Date: July 23, 2020
	Initiator: Programming and Planning
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a Memorandum of Understanding ("MOU") with the Centers for Families and Children ("Centers") to implement the Career Navigation Program which is funded by the Fund for Economic Opportunities ("Fund") as part of the Paradox Prize Program.
- 2.0 **DESCRIPTION/JUSTIFICATION:** GCRTA and the Centers collaborated to develop a proposal for the Paradox Prize grant. GCRTA and the Centers crafted the Career Navigation Program that will provide transit passes and transit travel training for up to 100 of the Center's clients enrolled in job training programs. These clients will be supplied with fare media and travel training to assist them in getting to training and ultimately to work. The Centers will provide payment to GCRTA in an amount not to exceed \$30,000 for the purchase, at market rate, of fare media for program participants. GCRTA will also provide its expertise on logistical planning for the Centers' van fleet to best accommodate the needs of these clients. From this, GCRTA will gain valuable data on trip patterns and needs of this population which can aid in creating mobility systems to meet their needs that can be replicated throughout the system. This collaboration is an example of a partnership to aid in meeting the needs of entry level workers accessing jobs. The Fund awarded \$100,000 toward this highly competitive program.
- 3.0 **PROCUREMENT BACKGROUND:** N/A
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** N/A
- 5.0 **POLICY IMPACT:** Entering into this agreement is consistent with GCRTA's Strategic Plan and its interest in meeting the needs of workers accessing jobs.
- 6.0 **ECONOMIC IMPACT:** The additional funds will allow GCRTA to pilot a new mobility program that can be replicated throughout the system and gain valuable data and experience as this service model is developed.
- 7.0 **ALTERNATIVES:** Reject the MOU. Rejection of this MOU will prevent GCRTA and the Centers from implementing this program.
- 8.0 **RECOMMENDATION:** Staff recommends that the MOU with the Centers be approved by the Board of Trustees at its July 28, 2020 meeting.

9.0 ATTACHMENT: Attachment A - MOU with the Center for Families and Children.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.


General Manager, Chief Executive Officer

MEMORANDUM OF UNDERSTANDING
Between
The Centers for Families and Children (The Centers)
And
The Greater Cleveland Regional Transit Authority (GCRTA)

The Centers received a grant in the amount of \$100,000 from The Fund for our Economic Future from their Paradox Prize Fund. This funding is to be used for costs related to the Career Navigation Program described in the attached proposal documents. The Project is approved for a period of twelve months beginning July 1, 2020 and ending on June 30, 2021.

The Centers will serve as grants manager and fiscal agent, and The Centers will ensure the enrollment of all program participants, as required by the proposal documents. The Centers will provide payment to GCRTA in the amount not to exceed \$30,000 for the purchase, at market rate, of fare media for the participants of the Career Navigation program.

The responsibilities of The Centers under this agreement are as follows:

1. Tracking the sale of GCRTA fare media to the program participants.
2. Providing travel training to educate clients on how to navigate and ride GCRTA services.
3. Collecting and analyzing data from program recipients.
4. Completing a written report of findings.
5. Designating management staff to participate in monthly program meetings to discuss and facilitate the achievement of project goals including fare equity.

The responsibilities of GCRTA under this agreement are as follows:

1. Sell GCRTA fare media to the program participants at market rate.
2. Provide customized travel training to The Center's staff to educate clients and staff on how to navigate and ride GCRTA buses and/or train. This will consist of at least 2 training sessions and on-going coaching and assistance, as required.
3. Aid The Centers in route planning and logistics to maximize efficiency of its van fleet and SWAY vehicle for transportation needs of the study population.
4. Designate management staff to participate in monthly program meetings to discuss and facilitate the achievement of project goals, including fare equity.

