

**Memorandum of Understanding (MOU)**  
**Between**  
**Lake County Community Foundation (LCCF)**  
**and**  
**Lake County Continuum of Care (LCCoC)**

## **I. Purpose**

This Memorandum of Understanding (MOU) establishes a collaborative partnership between the Lake County Community Foundation (LCCF) and the Lake County Continuum of Care (LCCoC) to streamline the process of receiving and administering funds from State and Federal grant opportunities including private philanthropic sources. LCCF will serve to apply, manage, and distribute funds to support LCCoC's strategic plan.

## **II. Parties**

The parties to this MOU are:

1. **Lake County Community Foundation (LCCF):** A nonprofit organization dedicated to promoting the well-being and development of Lake County through philanthropy, collaboration, and community engagement.
2. **Lake County Continuum of Care (LCCoC):** A county wide planning body that coordinates federal/state/local resources for housing and services related to getting individuals off the streets and into homes. The goal of LCCoC to align programs and resources to facilitate solutions to end homelessness in their community. Through cross-sectional partnerships and shared resources, their team of dedicated organizations and individuals have a bold goal – to end homelessness in Lake County.

## **III. Background**

Lake County has a large number of individuals experiencing homelessness. The LCCoC acquires funding through Federal and State funds made available through grants. However, the needs of the population being served by LCCoC is not being met by the resources currently collected. The capacity of the LCCoC to acquire more grants is very limited and capacity expansion is necessary to pursue more funding. By establishing this MOU, LCCF and the LCCoC will ensure that there is a pre-existing framework for applying, administering, and managing of funds that can help build the capacity needs to pursue more grant funding opportunities in order to develop the actions approved within the LCCoC Strategic Plan.

## **IV. Roles and Responsibilities**

1. **Lake County Community Foundation (LCCF) Responsibilities:**
  - Serve as an approved grant coordinator and philanthropic partner to administer funding acquired in response to the LCCoC's Strategic Plan.

- With LCCoC staff approval: apply, manage and distribute grant funds, ensuring transparency, accountability, and alignment with the LCCoC's Strategic Plan.
- LCCF shall follow the LCCoC procurement process for when to develop RFPs and how to process RFPs and obtain LCCoC staff approval for submission.
- Provide monthly reports to the LCCoC on the acquisition of grant/donated funds for the purpose of the LCCoC's Strategic Plan.
- Work with LCCoC to identify areas in need of immediate and long-term support of developing a more robust and resilient housing continuum and services for those experiencing homelessness.
- Become a member of the LCCoC.

**2. Lake County Continuum of Care (LCCoC) Responsibilities:**

- Coordinate with LCCF to identify areas of need, priorities for funding, and ensure alignment with the LCCoC Strategic Plan.
- Facilitate communication between LCCF, Federal and State agencies as well as private donors to streamline the flow of funding opportunities to the LCCoC
- Provide necessary data and reports to LCCF for effective fund management and impact assessment.
- Ensure that LCCF is included in the LCCoC's revisions of its Strategic Plan.

**3. LCCF & LCCoC Collaborative Responsibilities:**

- Work collaboratively on grants identified by LCCoC
- LCCF shall become a member of the LCCoC Grant Review Committee and be a part of the panel reviewing proposals received through the RFP process.
- LCCF shall become a member of the LCCoC Performance Review Committee and be a part of the panel reviewing the performance of the contracts acquired through LCCF.
- LCCF will not receive direct payment/funds from County of Lake or LCCoC unless explicitly authorized by a grant or subsequent agreement.

**V. Indemnification**

Each party shall indemnify, defend, and hold harmless the other, its officers, employees, and agents, from and against any and all claims, losses, liabilities, damages, or costs (including reasonable attorneys' fees), arising out of the negligent or wrongful acts, errors, or omissions of the indemnifying party in the performance of this MOU.

**VI. Term and Review**

This MOU will be effective from the date of signature and will remain in effect until terminated. This MOU will be reviewed annually, in July, or as needed, to ensure it remains relevant and effective in response to evolving needs and regulatory requirements.

**VII. Amendments**

This MOU may be amended at any time by mutual written consent of all parties. Any amendments shall be in writing and signed by authorized representatives of both LCCF, the County of Lake and the LCCoC.

### VIII. Termination

Either party may terminate this MOU with 30 days' written notice. Termination of the MOU does not absolve either party from fulfilling any outstanding obligations or commitments made prior to the termination date.

### IX. Miscellaneous

1. This MOU represents the good faith intentions of both parties to collaborate on grant opportunities and other funding opportunities to serve the needs of those experiencing homelessness.
2. No Financial Obligations: This MOU does not create any financial obligations between the parties beyond what is expressly stated within the terms of the agreement.
3. Compliance: Both parties agree to comply with all relevant laws, regulations, and guidelines in the execution of the terms outlined in this MOU.

### X. Signatures

This MOU is executed by the undersigned, duly authorized representatives of the Lake County Community Foundation and the County of Lake.

#### Lake County Community Foundation (LCCF)

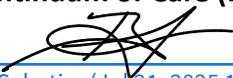
Signature: Annette L. Kamaloni  
Annette L. Kamaloni (Jul 21, 2025 17:55 PDT)

Name: Annette Kamaloni

Title: Executive Director

Date: 07/21/2025

#### Lake County Continuum of Care (LCCoC)

Signature:   
Bruno Sabatier (Jul 21, 2025 16:30 PDT)

Name: Bruno Sabatier

Title: Chair, Lake County Continuum of Care

Date: \_\_\_\_\_

**COUNTY OF LAKE**

  
\_\_\_\_\_  
Eddie Crandell (Jun 18, 2025 13:27 PDT)  
CHAIR, Board of Supervisors

ATTEST:  
SUSAN PARKER  
Clerk to the Board of Supervisors

By: Johanna DeLong  
Johanna DeLong (Jun 18, 2025 11:20 PDT)



# MOU\_LCCFLCCoC\_Sabatier

Final Audit Report

2025-07-22

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-  Document e-signed by Annette L. Kamaloni (annette@lakeccf.org)  
Signature Date: 2025-07-22 - 0:55:08 AM GMT - Time Source: server- IP address: 216.234.200.130

✔ Agreement completed.

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