

Appendix 4.2  
**Addendum to the Minnesota Metro Area Joint Shelter Hotel Project  
Memorandum of Understanding – April 2020**

Between:  
**Cornerstone Advocacy Services  
Asian Women United of Minnesota  
Tubman  
Women’s Advocates  
Casa de Esperanza  
Missions, Inc.  
Sojourner Project  
Women of Nations  
360 Communities  
and  
Praxis International**

March 2021

The Joint Shelter Hotel Project (JSHP) was awarded funding from the Department of Housing and Urban Development (HUD) to fund the project in 2021. This addendum to the Memorandum of Understanding signed by the above-named partners in the Spring of 2020 is to acknowledge and clarify the need for additional data collection and information-sharing due to HUD reporting requirements.

The Memorandum of Understanding of April 2020 is hereby amended as follows:

**V. Information Sharing**

For the exclusive purposes of the Joint Shelter Hotel Project (JSHP), all participating shelter programs are functioning as one victim service provider (VSP). The JSHP will be considered one VSP for HUD required data sharing purposes.

Information relevant to the JSHP from participating programs and the participants residing in the JSHP will be shared amongst and between participating programs and with HUD, OEO, and other funders.

Information on JSHP residents, regardless of which of the shelter programs referred them into the JSHP, will be treated as residents of the JSHP project for data gathering and reporting purposes. Cornerstone will be responsible for providing reporting to funders, through contracted services. All programs will share necessary data with Cornerstone in order to fulfill funding contract reporting requirements.

## **VI. Confidentiality**

A common confidentiality release of information (ROI) has been created for the JSHP and is being used with each JSHP resident. This ROI has been amended to include information about data collection and data sharing among participating agencies.

The purpose of this amendment is to assure that each resident is aware of what data is being collected and shared, how it will be used, and what safeguards are in place to protect their privacy. Signing of the ROI is voluntary.

We, the undersigned, agree to enter into this Addendum of the Memorandum of Understanding of April 2020 and participate as outlined above.

By \_\_\_\_\_  
Meg Schnabel, Executive Director  
Cornerstone Advocacy Services

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Claudia Waring, Executive Director  
Asian Women United of Minnesota

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Jennifer Polzin, Executive Director  
Tubman

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Estelle Brouwer, Executive Director  
Women's Advocates

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Patti Totozintle, Executive Director  
Casa de Esperanza

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Katy Daniels, Chief Executive Officer  
Missions, Inc.

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Helen Chargo, Executive Director  
Sojourner Project

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Della Plume, Executive Director  
Women of Nations

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Jeffery Mortensen, Executive Director  
360 Communities

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Kata Isaari, Executive Director  
Praxis International

\_\_\_\_\_  
Date