

MEMORANDUM OF UNDERSTANDING
Goals and Responsibilities for Interim Sacred Settlement on PoP Property

This Memorandum of Understanding (“MOU”) is entered into by Prince of Peace Lutheran Church (“PoP”) and Settled (“Parties” or individually as “Party”).

The Parties to this MOU desire to work together in a collaborative manner to provide “temporary housing for Valerie Roy and a resource partner or family through the Settled program with housing to be co-located on our campus” as approved by the PoP Church Council on October 17, 2022.

Valerie and the intentional family will continue living at this property until a permanent Sacred Settlement is established. There is no defined timeframe or deadline for transfer as of the date of this agreement.

The Parties together agree as follows:

1. Settled and PoP are working together to establish a interim Sacred Settlement on the PoP property and have agreed to locate two tiny homes on wheels ("Micro-Units") on the PoP Property, both of which shall be owned by PoP. One of the Micro-Units will be occupied by a person coming out of chronic homelessness and one of the Micro-Units will be occupied by "intentional neighbors" who feel a calling to have a faithful presence in the community and are approved by the leadership of both Settled and PoP. Residents will have 24/7 access to the common house and bathrooms in PoP’s building and will be able to access other parts of the building including the shower room, as outlined in Exhibit B of the Housing Agreement: Common Areas and Property Use.
2. “Sacred Settlement” and “Full Community Model” are described in Appendix A. PoP and Settled agree that the interim Sacred Settlement will be implemented and operate under the guidance and standards of this model in the following manner:
 - a. Intentional Neighbors - resourced family living in Micro-Unit
 - b. Permanent Homes - providing quality housing until a permanent Sacred Settlement is ready
 - c. Cultivated Place - renovated classroom into ‘common house’ as an extension of the homes. Allow for cultivation of land around homes by neighbors (e.g. garden, seating area, flowers, fire pit, fencing)
 - d. Purposeful Work - create opportunities for residents to contribute to the maintenance and operation of the interim Sacred Settlement as a means of rent reduction
 - e. Supportive Friends - invite key people from the congregation to walk alongside and befriend residents making them feel welcome, wanted, and a sense of belonging
3. PoP will enter into a Housing Agreement with the residents of the Micro-Units. The ongoing management of the interim Sacred Settlement will be the responsibility of the Stewardship Team, which will act in an advisory capacity to the PoP Church Council and

Settled board. The Stewardship Team will be made up of representatives of PoP, Settled, including a person or persons fulfilling the functions of Property Manager and Resident Care.

4. The Parties' mutual goals are:
 - a. Provide palliative relief to Valerie Roy through temporary housing and community until a permanent Sacred Settlement site is identified and ready.
 - b. Go through an intentional discernment process to explore the possibility of a permanent Sacred Settlement being planted at PoP as a component of a more comprehensive strategic plan for the church.

5. Settled has the following responsibilities:
 - a. Recommend residents for the interim Sacred Settlement;
 - b. Recommend the donation of two homes through Production Center partner, Woodland Hills Church, valued at approximately \$35,000 each in book value;
 - c. Fund up to \$3000 in renovation and furnishing costs;
 - d. Assist formerly homeless residents to obtain eligible government assistance;
 - e. Complete interim Sacred Settlement site renovations including common house renovations and installation of Micro-Units with moveable decks;
 - f. Provide training opportunities for volunteers, intentional neighbors and PoP staff;
 - g. Provide consulting and support for maintaining best practices for the Full Community operating model;
 - h. Participate in the Stewardship Team;

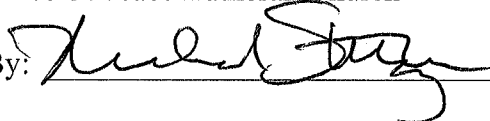
6. PoP has the following responsibilities:
 - a. Instill and promote a respectful, supportive and nurturing community among the PoP congregation, the interim Sacred Settlement residents, and the surrounding community; without a religious requirement of the residents;
 - b. Maintain insurance policies for the interim Sacred Settlement and the church;
 - c. Fund up to \$13,000 for the purpose of upgrading electrical service as required;
 - d. Fund up to \$3000 in renovation and furnishing costs;
 - e. Consider installing a washer and dryer for residents;
 - f. Provide sufficient purposeful work opportunities allowing for each resident, excluding intentional neighbors, to earn deductions from their rent;
 - g. Maintain the interim Sacred Settlement, including Micro-Units, to a high quality, cleaning, repairing, or replacing items in a timely manner;
 - h. Collect rent and enforce policies in the Housing Agreement through the person fulfilling the role of Property Manager;
 - i. Budget for and raise money for operation of the interim Sacred Settlement where operational costs exceed rental income;
 - j. Participate in the Stewardship team;

7. The Stewardship Team will have the following responsibilities:
 - a. Provide a forum for the Parties to review interim Sacred Settlement policies and procedures;
 - b. Consider requests, complaints and enforcement of policies;

- c. Resolve issues that arise concerning the well-being of the community and the reputation in the neighborhood;
 - d. Make recommendations to PoP about resident care, property management, operations and on-site work opportunities. This includes recommending the Housing Agreement, Policies document, and Common Areas and Property Use document;
8. The Parties intend that income from residents will cover operating costs of the interim Sacred Settlement, except for any staff costs. PoP will collect rent and use those funds to sustain operation and maintenance of the interim Sacred Settlement from a designated account. The Parties will regularly discuss the Settlement budget.
 9. If there is a dispute, PoP and Settled will attempt to communicate directly with each other to correct the situation. If the issue is unresolved, the Parties will work with a third-party Christian mediator to resolve the dispute. Each Party covenants and agrees to hold harmless, indemnify and release the other Party (and such Party's agents, contractors and representatives) from any claims, losses or damages related to this MOU and the interim Sacred Settlement.
 10. In the event either party believes PoP can no longer host a interim Sacred Settlement, PoP will make efforts to maintain good relationships with the residents and work to find residents stable housing. PoP will give reasonable notice to Settled in order to provide a smooth transition of the Micro-Units to another location. PoP and Settled will work collaboratively in the transition of the residents, Micro-Units, and financial costs incurred. The Parties understand the significance of permanent housing for the residents and the importance of all relationships built on trust, open communication, and mutual respect.

Agreed To By:

Prince of Peace Lutheran Church

By: 

Its: Congregation President

Date: 12/7/2022

Settled

By: 

Its: CEO

Date: 12/8/22

Appendix A

“Sacred Settlement” Description and “Full Community Model” Description

1. “Sacred Settlements” are described as follows:
 - a. An innovative, research-based way to address long-term homelessness by developing holistic tiny home communities in cooperation with a faith community.
 - b. Each resident has their own tiny home, and as a whole, the community shares facilities and amenities such as kitchen and dining spaces, bathrooms, laundry, gardens, workshops, and gathering areas. The land is managed by a religious or social organization to maintain standards for safety and welfare. Specially-trained intentional-neighbors live in the sacred settlement and work with all the members to ensure that the settlement is healthy and thriving. A team of supportive friends wrap around each resident coming off the streets to build trusted relationships, walk alongside them as they journey to meet their life goals, and connect them with valuable support services.

2. “Full Community Model” is described by five elements:
 - a. Intentional Neighbors
 - i. Establish a sense of social belonging through mutual accountability, relational capital, and shared decision-making, empowering intentional-neighbors and formerly homeless residents to live and work together for the good of the community.
 - ii. Factors indicating a strong element:
 1. The Sacred Settlement has a minimum of one-third intentional households.
 2. Intentional Neighbors do not have duties typical of staff.
 3. Residents feel a sense of belonging and empowerment.
 4. Residents voluntarily spend and enjoy time together.
 5. Decisions about common concerns are made at regular Stewardship Team meetings
 6. Policies are enforced equally between intentional neighbors and other residents.
 7. There is trust and open communication between the Stewardship Team and residents.
 8. Residents are being cared for spiritually without a religious requirement.
 - b. Permanent Homes
 - i. Bridge the gap between emergency shelter and costly conventional development by generating a plentiful supply of simple, efficient, permanent housing enabled by private funding to meet the real requirements of 'home'.

- ii. Factors indicating a strong element:
 1. The homes meet the requirements of the housing agreement.
 2. A maintenance plan is being consistently followed.
 3. Rents cover the incremental operational costs, less staff time.
 4. Residents use the Common House like an extension of their home.
 5. Residents are invested in the future of the community.

- c. Cultivated Place
 - i. Change the way people think about and interact with the homeless by transforming underused spaces into safe, clean, and beautiful places, enabled through the use of protected land.
 - ii. Factors indicating a strong element:
 1. The Settled housing agreement is used and enforced (i.e. rental collection, tickets).
 2. The Good Neighbor Agreement is widely shared, including contact information so that neighbors can express concerns.
 3. The surrounding neighbors and members of the congregation actively engage with the Settlement and have positive things to say about residents.
 4. The property is safe, clean, maintained, and orderly.
 5. Healthy Walks are done on a routine basis.
 6. The Sacred Settlement community has a good reputation with law enforcement.
 7. Concerns and conflicts are addressed first within the Sacred Settlement community.

- d. Purposeful Work
 - i. Help the formerly chronically homeless rediscover and utilize their talents by providing opportunities to earn a dignified income through the production, operation, and maintenance of the Settlements, as well as support and increase entrepreneurship.
 - ii. Factors indicating a strong element:
 1. Provide up to \$150 in rental reduction opportunities per month for all residents, excluding intentional neighbors.
 2. Work opportunities are posted at least one month in advance.
 3. Residents are utilizing the rental reduction opportunities if desired.
 4. Rents are being paid in full and on time.

- e. Supportive Friends
 - i. Reconnect the homeless to self, family, and community through Supportive Friends in order to navigate the system and achieve personal goals.
 - ii. Factors indicating a strong element:

1. Residents are regularly meeting with their Supportive Friends..
2. Supportive Friends have a consistent presence in the Sacred Settlement community.
3. Medical and mental health issues are being addressed.
4. Residents are staying on needed benefits (healthcare, income, food).