

**SOUTHERN CITIES ECONOMIC INITIATIVE
MEMORANDUM OF UNDERSTANDING
BETWEEN
NATIONAL LEAGUE OF CITIES INSTITUTE
AND
HARRISONBURG, VA**

This Memorandum of Understanding (MOU) between the **National League of Cities Institute (NLCI)** and the **Municipality of Harrisonburg, VA** (hereinafter, “the City”) sets forth the terms of participation and understanding as part of the **Southern Cities Economic Initiative (SCEI)** between January 1, 2026, and December 31, 2027.

BACKGROUND

With support from The Robert Wood Johnson Foundation, The W.K. Kellogg Foundation, The Annie E. Casey Foundation, The Kresge Foundation, and The Nathan Cummings Foundation, and in collaboration with the Federal Reserve Bank of Atlanta¹, NLCI’s SCEI program helps cities deepen local capacity and build leadership skills to support strategy development and implementation focused on economic opportunity. Through research and data support, peer learning opportunities, tailored technical assistance, and grant funding, the SCEI program supports cities to develop and implement strategies and policies to create greater economic opportunity and resilience for all residents.

EFFECTIVE DATE AND TERMINATION RIGHTS

This MOU will take effect upon the last party's signature and shall remain in effect until December 31, 2027. Either party may terminate this MOU upon delivery of written notice to the other party. Upon termination, the City must promptly refund any unused grant funds to NLCI within 30 days of termination.

GRANT AWARD AND USE OF FUNDS

NLCI will provide the City a grant in the amount of \$52,500 to support costs associated with expanding and sustaining the economic mobility of residents as outlined in the City's SCEI business plan as accepted by NLCI. Funds shall be used solely for the purpose and goals stated herein and in accordance with the budget submitted by the City and approved by NLCI for activities for the term of this MOU. Allowable uses of funds include but are not limited to expenses associated with core personnel costs; consultants, stakeholder engagement with community organizations, residents, and

¹ The Federal Reserve Bank of Atlanta does not provide funding, nor does it participate in participant selection or decisions of grant funding of SCEI participants.

other partners; supports or incentives for resident engagement such as payments, gift cards or food; sub granting to target population; technology integration; and other uses as approved by NLCI.

DISTRIBUTION OF AWARD

NLCI shall distribute the total implementation grant award to the City in two phases: the first half will be disbursed upon both parties signing the attached MOU and NLCI receipt of a completed W-9 form and ACH form beginning in January 2026. The second half will be disbursed upon NLC approval of an interim report to be submitted by October 31, 2026.

CITY RESPONSIBILITIES

By accepting this grant, the City agrees to:

- Participate fully in the technical assistance opportunities provided, including monthly all-city calls, monthly one-on-one technical assistance calls, four convenings, and a possible site visit from NLCI and implementation partner staff;
- Commit three core team members to participate in all project activities outlined in this MOU and designate a municipal staff member as team lead who will serve as a primary contact for NLCI;
- Participate in monthly technical assistance (TA) calls to provide progress updates and support the implementation of the City's economic inclusion strategy;
- Ensure the three-member implementation team attend three in-person SCEI convenings and participate fully in all convening activities;
- Identify one member of city leadership (and one partner community leader) to attend the SCEI Leadership Convening at the Federal Reserve Bank of Atlanta in May 2026.
- Set aside time to meet with SCEI project evaluators and complete ongoing evaluation surveys to provide timely, constructive feedback to support continuous improvement;
- Work with national and local partners to secure local match funding totaling 100% of the grant (either funds or in-kind services) related to the project by January 2027;
- Note SCEI and the National League of Cities' involvement and support in public communications and media materials discussing the City's participation in or impacts of the program;
- Keep NLCI staff apprised of progress and data collected to track project impact.
- Notify NLCI within 5 business days of any major setbacks, unexpected challenges, staff transitions on the funded project team, or proposed budget changes exceeding 10 percent throughout the grant period; and
- Submit an interim financial and narrative report to NLCI by October 31, 2026 and submit a final grant report to NLCI by December 31, 2027, showing how the awarded funds were used or are obligated toward project objectives.

AUTHORIZED SIGNATURES

By signing this document, I acknowledge that I have read and agree to the provisions set forth in this MOU for the National League of Cities Institute's *Southern Cities Economic Initiative*.

City

Alexander Parks II
Signature

2/10/2020
Date

Alexander Parks II
Name -Authorized Signature

City Manager
Title

Harrisonburg, Virginia
City

National League of Cities Institute

Signature

Date

Clarence E. Anthony
President/Treasurer
National League of Cities
Institute