



## MEMORANDUM OF UNDERSTANDING

### I. Parties

**AshaKiran, Inc.**  
**PO Box 1021**  
**Huntsville, AL 35807**

**AND**

**City of Madison, Alabama**  
**100 Hughes Road**  
**Madison, AL 35758**

### II. Purpose

The purpose of AshaKiran, Inc. is to deliver culturally sensitive services to survivors of domestic violence, sexual assault, human trafficking, and other trauma, who reside in the state of Alabama. This includes the provision of outreach; emergency shelter; case management; counseling; supportive services, including interpretation services; a 24-hour crisis phone, AshaLine; information and referrals; advocacy; and education.

### III. Responsibilities

**AshaKiran, Inc. agrees to:**

- Promote the services of City of Madison, Alabama.
- Work in collaboration with City of Madison, Alabama to facilitate access to services and help eliminate barriers that prevent clients from participating in services.
- Accept direct referrals from City of Madison, Alabama.
- Maintain the confidentiality of all clients of City of Madison, Alabama.
- Accept referrals for services made by staff of City of Madison, Alabama.
- Provide support and training to the staff of City of Madison, Alabama.
- Meet / conference with designated staff of City of Madison, Alabama on at least an annual basis to assess program service delivery and make any adjustments needed to ensure client needs are being met.
- Provide in person and over the phone interpretation and document translation services on an as needed basis for any client or program involving domestic and family violence, sexual assault, or human trafficking. The cost of language services provided to City of Madison, Alabama by AshaKiran interpreters / translators, or an outside language line company will be covered by AshaKiran as long as the appropriated funds are available, and the request meets the services outlined in this agreement. In the case that funds are unavailable, or the request is



outside of AshaKiran's scope of services, AshaKiran will notify Agency name. Upon notification, City of Madison, Alabama will have the option of canceling the request or continuing with the service and reimbursing AshaKiran for that service.

**City of Madison, Alabama agrees to:**

- Accept direct referrals from AshaKiran, Inc. to provide services as needed to participants of Agency name's program.
- Work in collaboration with AshaKiran, Inc. to facilitate access to services and help eliminate barriers that prevent clients from participating in services.
- Maintain the confidentiality of AshaKiran, Inc. clients at all times.
- Meet / conference with staff of AshaKiran, Inc. on at least an annual basis to assess program service delivery and adjust as needed to ensure client needs are being met.
- Provide direct referrals to AshaKiran, Inc. for services needed by clients.
- Allow staff of AshaKiran, Inc. to promote direct services and training programs to staff of Agency name.

**IV. POINTS OF CONTACT**

**For AshaKiran, Inc.:**

Veleda Davis  
Executive Director  
PO Box 1021  
Huntsville, AL 35807  
Phone: (256) 872-0177  
Email: [executivedirector@ashakiranonline.org](mailto:executivedirector@ashakiranonline.org)

**For City of Madison, Alabama**

Mayor Paul Finley  
100 Hughes Road  
Madison, AL 35758  
Phone: 256-772-5600  
Email: [Legal@madisonal.gov](mailto:Legal@madisonal.gov)

**V. Terms of Agreement - Termination**

Either Party may terminate this agreement in advance of the termination date upon giving a 30-calendar day written notice.



## VII. Modifications

This agreement may be modified upon the mutual written consent of the Parties.

## VIII. Effective Date

This agreement is effective on the date of last signature hereon by the Parties and will remain in effect until modified or terminated by any one of the Parties.

The undersigned hereby execute this Memorandum of Agreement on behalf of their agencies, instrumentalities, organizations, corporations, or groups.

A handwritten signature in blue ink, appearing to read "Velda Davis", is written over a horizontal line.

**Velda Davis**  
Executive Director, AshaKiran, Inc

11/9/2022

**Date**

**Paul Finley**  
Mayor of the City of Madison, Al

**Date**

ATTEST:

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Lisa D. Thomas  
City Clerk-Treasurer of the  
City of Madison, Alabama