

# Memorandum of Understanding

*Between*

**Nishnawbe-Aski Legal Services Corporation (NALSC)**

*And*

**Ministry of Attorney General (MAG)**

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This memorandum of understanding (MOU) sets the terms and understanding between the Ministry of Attorney General and the Nishnawbe-Aski Legal Services Corporation to take on the facilitation and operations of the Discharge Planning Program from July 8, 2024, to March 31, 2025.

## **SUMMARY**

The Ministry of the Attorney General (MAG) agrees to provide Nishnawbe-Aski Legal Services Corporation (NALSC) with \$800,000 over a duration of 8 months or till March 31, 2025, beginning July 8, 2024, to facilitate and operate the Discharge Planning Program.

Based on the above noted funding and data collected by NALSC through operations and facilitation of this program since 2020, NALSC has developed terms in which NALSC will agree to facilitate the Discharge Planning Program.

Below are the terms to which NALSC agrees to within this agreement.

## **TERMS**

- NALSC will facilitate programming for up to a maximum of **500** clients for the noted 14-month period based on the funding made available in this agreement and may change based on increased funding.
- NALSC is willing to accept up to **42** clients per month based on above noted funding. Any additional client referrals over the monthly quota will be approved or referred back on a case-by-case basis at the discretion of the Discharge Planning Manager.
- NALSC will only be providing services to the areas of Kenora, Timmins, and Thunder Bay at their designated Court houses during this 8-month period, where a worker will be stationed to receive referrals.
- Program operations will be between the hours of 9am – 8pm with staff working flexed hours on days where court is in session.
- NALSC will only take on clients who are being discharged from Court Houses, Law Enforcement Offices (Local Police, Ontario Provincial Police, Nishnawbe Aski Police Services etc.), Bail Beds, and any court ordered Treatment centers from Kenora, Timmins, and Thunder Bay.

- Quarterly meetings and budget reviews will be set between NALSC and MAG to discuss any program or funding changes. Should changes be required to any budget line items, NALSC will be able to transfer funds up to 10% - 15% between line items, this would include salary.
- NALSC will require a minimum of 24 hours notice of a possible release from a bail court within our identified locations. If this requirement is not met, NALSC reserves the right to refuse referrals.
- NALSC will require monthly meetings with the Lead Crown and Duty Counsel, to discuss parameters and requirements from the courthouse. This would include a designated staff person assigned as a liaison from each of the courthouses
- NALSC will not be facilitating client transportation using the current Discharge Planning Program vehicles previously purchased, as this program will only be running for the next 14 months and it would not be cost effective.
- NALSC will have one worker stationed within each courthouse listed above. This is to ensure a designated space is made available for clients to connect with workers in a timely manner once they have completed their court proceedings.
- NALSC will not be responsible for assisting clients who are being released from the courthouse and are required to return to the Jails or Correctional Institutions to acquire their personal effects and complete their released processes based on the institutions policies and procedures.

## **REPORTING**

The Nishnawbe-Aski Legal Services Corporation will submit quarterly reports to the Ministry of Attorney General (MAG).

## **DURATION**

Should any changes be made where new funding becomes available, NALSC agrees to review the new terms with MAG and discuss the possibility of entering into a new agreement.

## **FINAL APPROVAL**

This agreement will be binding subject to a final review from NALSC Board of Directors.

## Contact Information

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### Ministry of Attorney General

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Partner Name

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Date

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Partner Organization

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Partner Position

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Partner Name

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Date

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Partner Organization

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Partner Position