

MEMORANDUM OF UNDERSTANDING (MOU)
Between
TEXAS A&M INTERNATIONAL UNIVERSITY
and
CITY OF LAREDO PUBLIC HEALTH DEPARTMENT

Effective Period: August 1, 2025 – July 31, 2027

I. PURPOSE

This Memorandum of Understanding (“MOU”) establishes a collaborative partnership between Texas A&M International University (TAMIU) and the City of Laredo Public Health Department (CLPHD) to implement the project funded under the Texas Higher Education Coordinating Board’s Minority Health Research and Education Grant Program (RFA #01724, FY2025-2027, THECB Award Number: 02452).

The goal of this partnership is to improve mental health awareness, access, and infrastructure in Laredo, Texas, by jointly conducting community assessments, expanding education and outreach, increasing access to free mental health screenings and services, and developing the local mental health workforce.

II. BACKGROUND

TAMIU has been awarded a \$400,000 grant to execute the proposed project. CLPHD will serve as a subcontracted partner, playing a key role in community outreach, service delivery, data collection, and program implementation. The partnership builds upon prior collaborative efforts to address regional mental health disparities and strengthens local infrastructure through integrated research, service provision, and workforce training.

III. ROLES AND RESPONSIBILITIES

A. Texas A&M International University (TAMIU)

- Provide overall project leadership, fiscal oversight, and compliance with all reporting requirements.
- Develop survey instruments, data collection tools, and evaluation frameworks for project objectives.
- Lead research activities, including community assessments, focus groups, and social network analysis.
- Design, coordinate, and evaluate the mental health education campaign.

- Oversee student recruitment, training, and supervision for experiential learning opportunities.
- Integrate project findings into academic programming and ensure sustainability beyond the grant period.

B. City of Laredo Public Health Department (CLPHD)

- Serve as the lead partner for community-based implementation and coordination.
- Employ and supervise a Licensed Professional Counselor (LPC) to provide counseling services and training opportunities.
- Assist outreach efforts for the public health education campaign.
- Facilitate access to free mental health screenings, referrals, and follow-up care.
- Provide physical space, clinical expertise, and resources to support project activities.
- Collaborate on developing and maintaining the centralized referral form and tracking system.

IV. FUNDING AND RESOURCE ALLOCATION

Total grant award: \$400,000

Subcontract funding to CLPHD: \$162,231

- Year 1 (Aug 1, 2025 – Jul 31, 2026): \$80,133
- Year 2 (Aug 1, 2026 – Jul 31, 2027): \$82,098

TAMIU will disburse funds to CLPHD according to the approved project budget and scope of work. Both parties agree that all expenditures will adhere to Texas Higher Education Coordinating Board guidelines.

V. PROJECT OUTCOMES

- Conduct a Community Mental Health Awareness Assessment with at least 500 survey participants and 4 focus groups.
- Implement a public health education campaign reaching 10,000+ residents to improve mental health literacy.
- Expand access to free mental health screenings, aiming for a 30% increase in screenings and 20% increase in follow-up care.
- Recruit 100 TAMIU students into psychology, public health, and sociology programs and enhance three related courses.

VI. REPORTING AND DATA SHARING

Both parties will collaborate on data collection, analysis, and reporting. TAMIU will provide required reports to the Texas Higher Education Coordinating Board. Data sharing will comply with all institutional, state, and federal privacy and security policies, including HIPAA protections where applicable.

VII. TERM AND TERMINATION

This MOU is effective August 1, 2025, and shall remain in effect until July 31, 2027, unless terminated earlier by mutual written agreement. Either party may terminate this MOU with 30 days' written notice.

VIII. SIGNATURES

For Texas A&M International University

Juan Castillo
Interim President
Texas A&M International University
Date: _____

For City of Laredo Public Health Department

Richard Chamberlain
Director of Public Health
City of Laredo Public Health Department
Date: _____