



CAREER AND TECHNICAL EDUCATION

STANWOOD-CAMANO SCHOOL DISTRICT

Ross Short, Director

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October 17, 2023

To: School Board Members

From: Ross Short, Director, CTE

Re: Tiny House Builder Memorandum of Understanding

Attached for your approval is a memorandum of understanding with the Low-Income Housing Institute (LIHI) to enable the Construction Geometry classes at Stanwood High School to build Tiny Houses for LIHI. LIHI has partnered with several local school districts to build tiny houses that are then used to house the homeless through out the region in various locations managed by LIHI. As part of this program LIHI provides the materials for the construction of these homes and picks up and transports away the completed structure. The students in the Construction Geometry program have the opportunity to develop and demonstrate their construction and math skills through a practical application that serves to benefit our region.

Recommendation: That the Board approves the Memorandum of Understanding with the Low-Income Housing Institute for the construction of Tiny Houses.

EXPLORE

PREPARE

APPLY

Low Income Housing Institute (LIHI)

Tiny House Builder Memorandum of Understanding (MOU) – Trade Program



This is an agreement entered into as of 10/18/2023 (the “Effective Date”) between the Low Income Housing Institute (LIHI) and Stanwood-Camano School District, henceforth known as the “Builder”, and referred to collectively as the “Parties”.

A. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to LIHI’s tiny house building program. In particular, this MOU will establish a framework for cooperation between the Parties by outlining the process, responsibilities, and liabilities for this collaboration.

B. OBLIGATIONS AND RESPONSIBILITIES OF THE BUILDER

1. Visit the LIHI tiny house webpage to review all posted design and construction resources: (<https://www.lihihousing.org/tinyhousedesigns>)
2. Complete the Builder Interest Form found on our webpage:
- <https://docs.google.com/forms/d/e/1FAIpQLSfnfmcFwTQHEX3sB-mhC7AD-KQQ4WtpeE9KDE4P4nkNUleaVw/viewform>
3. Schedule a virtual meeting with the LIHI tiny house team to communicate which home design has been chosen, your construction timeline, and what materials need to be provided by LIHI.
4. Assembly of the tiny house per the design and construction requirements. The tiny house must be fully completed including paint.
5. Secure storage of the materials and tiny house until final acceptance and pickup by LIHI.
6. Schedule drop off and pick up of materials and completed tiny house.

C. OBLIGATIONS AND RESPONSIBILITIES OF LIHI

1. Provide verbal guidance and consultation on house design selected by the Builder.
2. Provide materials and design documents needed for the build.
3. Deliver materials to the Builder on the agreed upon date.
4. Pick up the tiny house from the Builder upon completion of project on the agreed upon date.

D. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. The Builder is responsible for any and all liability related to the tiny house during construction.
2. LIHI is responsible for any and all liability related to the completed tiny house after pick up.
3. LIHI has the right to inspect and approve the completed tiny house prior to pick up and implementation on site.

E. FUNDING

1. The Builder is strongly encouraged to raise funding to reimburse LIHI for provided materials.
2. All additional expenses eligible for later reimbursement must be communicated to LIHI in advance and approved.

F. SIGNATURES

By signing below, the Parties agree to be bound by the terms, covenants, and conditions of this MOU as of the Effective Date. The term of this MOU will remain effective until amended or terminated by LIHI.

Low Income Housing Institute

Builder: Stanwood High School, Stanwood-Camano School District _____

Signature

Signature

Print Name and Title

Print Name and Title

Date

Date