

_____ County
Memorandum of Understanding
Between Elected Prosecuting Attorney and the Friend of the Court

Include the county name and the entities within the county that are entering into the MOU.

This Memorandum of Understanding (MOU) between the elected Prosecuting Attorney (PA) and the Friend of the Court (FOC) for _____ County is related to the transfer of IV-D establishment functions from the PA to the FOC as stated in the Cooperative Reimbursement Program (CRP) Combined Agreement (COM).

Provide a brief overview of why the parties want the MOU.

The County FOC will ensure all IV-D child support responsibilities identified in the COM are performed according to the COM.

The County PA will assist the County FOC in performing the following child support responsibilities identified in the CRP COM with DHS-OCS:

- Perform locate actions when necessary
- Establish paternity
- Establish court orders
- Modify court orders
- Complete cases that are actively being worked by the PA as of: _____ (date)
- Cooperate with other states in establishment services
- Other: _____

List the IV-D tasks that the PA will perform for the FOC, and explain why FOC staff are unable to perform these tasks.

The County FOC will compensate the County PA for any IV-D duties as outlined below:

1. The PA will submit bills documenting the IV-D activities for reimbursement to the...
2. The Friend of the Court will...

Include the process for compensation between the PA and the FOC.

SIGNATURES

County Prosecuting Attorney

Date

Chief Circuit Court Judge

Date

County Friend of the Court

Date

The MOU must have the signatures of the elected PA, the Chief Circuit Court Judge, and the Friend of the Court.