



Community Organization
Your County



SAMPLE SHELTER

Memorandum of Understanding

Sample Shelter in conjunction with the Community Organization has recognized an opportunity for an educational program to bring the message of being an aware citizen to their teachers, students, and their parents, as well as the importance for a Community Action Team (CAT). Sample Shelter will provide a program to be taught in appropriate classes with each of the two Your County community centers during the 2000-2001 school year. While Community Organization will be an active member of the CAT.

1. Roles and Responsibilities

A. Community Organization will:

1. At least one staff member of Community Organization will attend a quarterly Community Action Team (CAT) Meeting, which engages in prevention activities at community level, provides feedback on prevention documents, and collaborating on community events when appropriate. This meeting will be attended by either the Support Specialist and /or the Community Manager.
2. Provide space and teacher supervision for the conducting of the classes.
3. Make information provided by Sample Shelter available to administration, faculty and other staff.
4. Encourage and support parent involvement at home as well as by volunteering during the offered program classes at the Community organization.
5. Provide a program overview and awareness to the parents of enrolled students through flyers or parent meetings


B. Sample Shelter will:

1. Advocate Jane anonymous will chair the Community Action Team (CAT) meeting.
2. Provide a minimum of one Certified Child Advocate or other equally certified staff member to conduct the program classes at each of the Community Organization Centers.
3. Meet with the Your County Community Organization Coordinators to work out details of the partnership.


Continued Memorandum of Understanding

4. Provide an age appropriate curriculum and activities dealing with healthy relationships of aware citizens to present to the students enrolled at the Community Organization sites in Your County.
5. Present a program introduction and overview in the form of staff training prior to the implementation of the student curriculum.
6. Provide a program overview and goals to the parents of enrolled students prior the implementation of the student curriculum.
7. Provide a 10-week curriculum to be implemented during the 2000-2001 school year.
8. Provide a program evaluation by administering pre and post surveys for participants as well as teacher and parent feedback.
9. Provide Community Organization with feedback based upon program evaluations conducted by Sample Shelter staff.

All services are based on continued available funding and staff availability and may be discontinued by either party upon written notification by certified mail, or personal delivery.


Jane anonymous Date
Advocate
Sample Center


Justice J. Jump Date
Executive Director
Sample Center


John Q. Public Date
Director
Community Organization


Jamie Smith Date
CEO
Community Organization