**MEMORANDUM OF UNDERSTANDING**

between

**Rotary Club of**

and

1. Subject

District 6710 Grant entitled

2. Purpose

This document serves to establish a framework of cooperation and agreement between the aforementioned parties as it pertains to the implementation of a project financed by a Rotary Foundation District Grant.

3. Primary Contacts

|  |  |  |
| --- | --- | --- |
|  | [ROTARY PARTNER] | [COOPERATING ORGANIZATION] |
| NAME | Rotary Club of  |  |
| ADDRESS |  |  |
| PHONE |  |  |
| E-MAIL |  |  |

4. Understandings

1. All parties agree to exclude any liability to The Rotary Foundation or Rotary International except for the amount of the grant.
2. All parties affirm that District Grant \_\_\_\_\_\_\_\_\_\_\_ is initiated, controlled, and managed by the Rotary clubs and/or districts involved in the project.
3. **Rotary Club of \_\_\_\_\_\_\_\_** affirms that **\_\_\_\_\_\_\_\_\_\_\_\_** is reputable and responsible and acts within all governing laws of the project country.
4. All parties acknowledge that District Grant, if approved, will be awarded to **Rotary Club of \_\_\_\_\_\_\_\_\_** and not to **\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.
5. All parties affirm that grant funds will not be used as a donation to **\_\_\_\_\_\_\_\_\_\_\_\_**.
6. All parties affirm that grant funds will not be used to fund loan guarantee systems.
7. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** must abide by The Rotary Foundation grant terms and conditions.
8. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** and its involvement in this project may be subject to financial and operational review/audit by The Rotary Foundation.

5. [ROTARY PARTNER] shall: [LIST SPECIFIC PERFORMANCE EXPECTATIONS OF EACH]

A.

B.

C.

6. [COOPERATING ORGANIZATION] shall:

A.

B.

C.

7. Modification

Modifications within the scope of the instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, and approved by The Rotary Foundation prior to any changes being performed.

8. Conflict of Interest

Any real or perceived conflicts of interest must be disclosed to Rotary District 6710, including any Rotarians serving as paid staff or member of board of directors for the COOPERATING ORGANIZATION.

9. Signatures

By signing below, the aforementioned parties agree to the terms of this memorandum of understanding.

[ROTARY PARTNER] DATE

[MANAGER, COOPERATING ORGANIZATION] DATE