



MEMORANDUM OF UNDERSTANDING

**Between
 ROTARY CLUB SUNYANI CENTRAL, GHANA
 And
 ROTARY CLUB OF PRINCE GEORGE COUNTY, VA, USA
 And
 PTA OF YAWHIMA SDA BASIC SCHOOL, SUNYANI, GHANA**

1. SUBJECT

Global Grant #19-82390 to build a Preschool at Yawhima SDA Basic School in Sunyani Municipal Area, Ghana

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 Global Grant.

3. PRIMARY CONTACTS

	Rotary Club of Sunyani Central, Ghana	Rotary Club of Prince George County, VA, USA	PTA, Yawhima SDA Basic School, Ghana
NAME	Frank Kofi Owusu Debrah	Shel Douglas	Richard Ayitey
ADDRESS	P. O. Box 206 Sunyani, Bono Region Ghana	13702 Sunnybook Rd. South Pr. George VA 23805, USA	Yawhima SDA Basic School Sunyani, Bono Region Ghana
Cell 4 Phone	+233 20 386 0922	+1 804 720 4319	+233 50 750 9400
E-MAIL	kofiodebrah@outlook.com	Sheldouglas1@gmail.com	

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 UNDERSTANDINGS**

- a. All parties affirm that Global Grant 19-82390 is initiated, controlled, and managed by the Rotary Clubs and/or Districts involved in the project.
- b. Sunyani Central Rotary Club and Prince George Rotary Club affirm that, the Yawhima SDA Basic School PTA is reputable and responsible and acts within all governing laws of the project country.

- c. All parties acknowledge that Global Grant 19-82390, if approved, will be awarded to Sunyani Central Rotary Club and Prince George Rotary Club and not to the Yawhima SDA Basic School PTA.
- d. All project funds will be in the custody of the partner Rotarians and will not be managed by the Yawhima SDA Basic School PTA.
- e. Yawhima SDA Basic School PTA must abide by The Rotary Foundation grant terms and Yawhima SDA Basic School PTA and its involvement in this project may be subject to financial and operational review/audit by the Rotary Foundation

5. SUNYANI CENTRAL ROTARY CLUB, GHANA, HOST PRIMARY PARTNER SHALL:

- A. Supervise and monitor the implementation of the grant activities for construction of a Preschool at Yawhima SDA Basic School in Sunyani, Ghana
- B. Notify the international partner of any proposed scope or activity change(s) for agreement and authorization for the Rotary Foundation before such change(s) are implemented
- C. Participate in the mobilization of PTA towards the implementation of the project
- D. Regularly report on grant sustainability based on approved grant reporting schedules
- E. Participate in data collection and analysis for grant reporting and records
- F. Receive and disburse grant funds based on approved grant activities and submission of implementation schedules and activity budget by cooperating organization

6. PRINCE GEORGE ROTARY CLUB, VA, USA, THE INTERNATIONAL PARTNER SHALL:

- A. By its member Shel Douglas, hold regular Whatsapp conversations with the host partner on implementation, monitoring and report of the grant activities
- B. Contribute funds to the project
- c. Work with local Rotarians to ensure grant reporting and stewardship
- D. Work with cooperating organizations to ensure grant activities are fully implemented
- E. Visit Ghana to conduct field inspection of the grant activities at no cost to the Rotary Foundation

7. PTA OF YAWHIMA SDA BASIC SCHOOL SHALL:

- A. Mobilize and motivate teachers and parents of the school to actively support the project
- B. Work with the Rotary sponsors and other cooperating organizations to plan, design, implement and monitor the execution of the project.
- C. Work with the Sunyani Municipal Education Office and School Management Committee to manage the school effectively

- D. Mobilize financial and material resources to maintain the school building and other facilities to be provided by the project.
- E. Assist the Rotary sponsors to monitor and report on the grant activities
- F. Provide representation to serve on the project management committee.
- G. Assist the Rotarian Partners in the monitoring and reporting on the grant activities.

8. 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.

9. CONFLICT OF INTEREST

Any real or perceived conflicts of interest must be disclosed to The Rotary Foundation, including any Rotarians serving as paid staff or board of directors for the cooperating organization.

10. SIGNATURES

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



21 December 2019

Frank Kofi Owusu Debrah, Rotary Club of Sunyani Central, Host Partner Contact



21 December 2019

Shel Douglas, Rotary Club of Prince George, VA, International Partner Contact



21 December 2019

Richard Ayitey, Chairman of PTA, Yawhima SDA Basic School