**SAMPLE MOU**

**THIS SHOULD BE ON PARTNER’S OFFICIAL LETTERHEAD AND SIGNED**

**PLEASE USE YOUR OWN WORDS AND SYSTEMS. THIS IS JUST A SAMPLE. TRY TO GET THE DOCUMENT TO BE ONE PAGE.**

**MOU for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SRAE GRANT PARTNERING AGENCY**

will:

1. Ensure areas of greatest need are targeted to promote equity in reaching optimal health and preventing teen pregnancy and STIs
2. Have staff and recruited program facilitators to attend the 16-hour REAL Essentials Training to become certified in the REAL Essentials Curriculum.
3. Replicate 12 hours of the REAL Essentials curriculum with fidelity to assist adolescent to succeed and reduce teen pregnancy and STIs to HOW MANY high-need, vulnerable high school middle school adolescents in a RURAL, URBAN, SCHOOL, COMMUNITY ETC. setting.
4. Take attendance for each class
5. Hear, record and honor comments and voices of students to remain relevant and engaging.
6. Dedicate one program liaison to communicate bi-weekly program progress to the Center for Relationship Education Program Manager
7. Reduce barriers to program involvement with incentives, gift cards, pizza parties, travel vouchers, snacks, etc.
8. Administer pre and post tests and send to CRE Program Manager.
9. Communicate and collaborate with CRE as the lead agency for the grant.
10. Utilize the student workbooks provided by CRE.
11. Distribute the Teen Live Well Magazines provided by CRE to students, parents and community leaders.

The GRANT AWARD AGENCY will:

1. Ensure areas of greatest need are targeted to sexual risk avoidance and optimal health preventing teen pregnancy and STIs.
2. Utilize an optimal health approach to preventing teen pregnancy and STIs.
3. Assist partnering agencies to recruit and retain facilitators and educators.
4. Train and certify all facilitators to deliver the REAL Essentials replicable scope and sequence outlined for this project.
5. Distribute workbooks, magazines, curriculum updates, and new information regarding best practices in the field.
6. Ensure fidelity to programming and work to advance the health and well-being of student with programmatic best practices.
7. Work with the staff at your agency and provide ongoing implementation strategies, technical assistance, professional development, ongoing monitoring, continuous program improvement, and excellence in program implementation.
8. Have a researcher from the University of Denver assist with programming, implementation, evaluation, monitoring and dissemination of lessons learned and program progress.
9. Host webinars, conference calls and virtual meetings to share ideas and strategies among partners.
10. Work to assist partnering agencies to meet one another electronically or in person to share challenges, successes and lessons learned.
11. Be responsible for all fiscal and financial grant reporting to the Family Youth Services Bureau (FYSB)

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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