

MEMORANDUM OF UNDERSTANDING BETWEEN X AND Y EXAMPLE 1

This MEMORANDUM OF UNDERSTANDING (MoU) is hereby made and entered into between X hereinafter referred to as 'X' and Y, hereinafter referred to as 'Y'.

PURPOSE

X and Y have agreed to collaborate to develop the '*Project title*'. Whereby:

- [*Insert what each party will provide to the collaboration i.e. providing professional guidance and assistance, active marketing and advertising of project activities etc.*]

This MoU will set out some key principles that will enable both parties to work together to the benefit of the beneficiaries, stakeholders and wider society.

- [*Insert Program Description*]

The programme objectives of 'Project Title', aligns well with those of 'Y' who are looking to improve the lives of young people through easy access and participation in sport, improving mental-wellbeing and physical health.

STATEMENT OF MUTAL BENEFITS AND INTERESTS

X and Y agree to undertake joint marketing of this relationship. Each party will provide a dedicated named, senior manager to be the main day to day interface for this partnership. For X this will be xxx and for Y this will be yyy.

IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

[Set out agreed principles for parties working together] e.g.

1. X will provide Y with one month's notice of when the project will start.
2. Potential participants, referred by Y will go through a screening process. Should X feel that an individual does not meet the qualifying criteria, e.g. they are not socially isolated, then X has the right to refer that individual onto a different programme within their organization other than X's.

CONFLICT RESOLUTION - Should a disagreement /dispute arise between X and Y, the parties will agree to act in good faith and look to resolve the issue as soon as possible. An initial meeting will be held within a 14-day period to discuss the matter, with a view to resolve areas of disagreement. Should this fail to produce a resolution, both parties will arrange another meeting within 10-days, where mediators from both organisations' will be present to facilitate an agreement.

MoU Review – This will be document will be reviewed by (insert agreed date).

Signed for and on the behalf of X:

Signed for and on the behalf of Y: