

# MEMORANDUM OF UNDERSTAND (MOU)

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## MEMORANDUM OF UNDERSTANDING BETWEEN NON-PROFIT AGENCY AND COMMUNITY BASED ORGANIZATION

This Memorandum of Understanding (MOU), while not a legally binding document, does indicate a voluntary agreement to assist in the implementation of the plans described in the "Title of Project", a substance use/misuse prevention demonstration grant targeting high-risk female adolescent populations. This grant is funded through the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Prevention and is expected to have a three-year funding cycle.

**Overall Project Goals, Services and Outcomes:** *very brief program overview*

**Term One:** This MOU shall begin upon grant funding approval. The agreement is renewable from year to year, unless either party gives notice of intent to withdraw from the project.

**Term Two: Agency Provisions:** In addition to continuing the ongoing program planning and review process of "Title of Project\_", the non-profit organization will provide the following services in specific support of this project:

- a.
- b.
- c.
- d.

**Term Three: Agency Provisions:** In addition to participating in the ongoing planning and review process of the above-mentioned project, the community-based organization will provide the following services in specific support of this project:

- a.
- b.
- c.
- d.

**Term Four: Termination:** This MOU may be terminated by either party, for any reason, by giving 30 days written notice.

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Non-Profit Agency Signature

\_\_\_\_\_  
CBO Agency Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date