

Usual Terms of Agreement from MOUs between schools and NGOs

- The MOU works as a 'ways of working document' providing an overarching framework of partnership activities, outlining the functions and relationship of the school's partnership with the NGO.
- MOU is not meant to be legally binding but usually used to ensure the efficient and effective implementation of the NGO programme at school within an understanding of how it benefits both parties.
- The MOUs outline the purpose of use; to ensure accountability, outline expectations of the school and the NGO, state what the goals/objectives/aims of the partnership are and how these would be measured.
- MOU can also outline 'roles and responsibilities' of parties involved in the partnership to guarantee involvement and participation, as well as detail how the collaboration will be set out. A discussion of who from the school and from the NGO would be responsible for fulfilling said roles can happen during the MOU meeting agreement and be recorded/included in the MOU for continuous reference.
- If the NGO plans to conduct research studies or monitor and evaluate the school (teachers, learners and environment) outside of the programme to be implemented, the MOU must explicitly state the school's necessary involvement in this and how often.
- Every MOU should provide a timeframe for the partnership being formed between school and NGO, if the partnership is to be continuous until an indefinite time, MOU should state so that it will "run until it is updated, amended or terminated."
- MOU parties can agree to maintain rights to privacy and confidentiality regarding planning, forms of access and communication, implementation and evaluation of project specific matters.
- All partners involved in the agreement must sign the MOU, under the authority of their role in the partnership, e.g. principal and NGO Director.