Memorandum of Understanding

Friends of Seward Park

CHOOSE 180

Draft: 11 July 2022

With this document we identify expectations and obligations entered into between the Friends of Seward Park (FoSP) and CHOOSE 180 for the summer 2022 project, “Seward Park Douglas Fir and Red Cedar Monitoring"

1. CHOOSE 180 will select three-five youths for the project
2. Work begins July 13th, runs Monday - Thursday, 10am-1pm. and till 4pm Thursday afternoons. Interns will be paid an hourly rate, the Seattle minimum wage of $17.27 per hour.
3. Paul Shannon will be the on-site supervisor, accompanied by Ryland Schaul, UW College of the Environment Capstone research student. Paul and Ryland will be present and engaged with all interns at all times, at times dividing the interns into two field research groups. CHOOSE 180 staff while check on interns on-site weekly on Thursdays to get an update from FoSP staff.
4. Thursday afternoon research sessions will be held at the Seward Park Audubon Center; Audubon director Joey Manson has offered us space. This time will be used variously: some data analysis, some guest lectures, some educational videos, presentation preparation (see below). Terrell Harrison, who is welcome to join us at any time, is especially welcome to these Thursday afternoon sessions.
5. obsolete: Shannon will track and submit youth work hours to the Fiscal Sponsor, the Seattle Parks Foundation, and ensure that pay checks are delivered in a timely manner. (Shannon is currently researching, and hoping to obtain permission for, an alternative setup, in which the interns are paid directly by CHOOSE180, with reimbursement coming from the project’s fiscal sponsor, the Seattle Parks Foundation)
6. **[new version of 5 above]: CHOOSE 180 will handle the payroll for the interns, submitting an invoice to Friends of Seward Park, who will in turn submit an invoice to the grant’s fiscal sponsor, the Seattle Parks Foundation, who sends the reimbursement check directly to CHOOSE 180. (Natasha proposed this, and I am glad to be relieved of W-9s and weekly duplicate web forms for each intern.)**
7. CHOOSE 180 staff will be available to help with any personnel or social difficulties which arise, guided by the CHOOSE 180 norms. in which the youth have been trained.
8. Forest measurements and data collection are the central activities, supplemented according to interest by sample photography, data analysis, technical writing, cartography, computer programming, watering of recently restored forest areas, closing of social trails. Training in all of these tasks will be offered, tailored to youths background, knowledge and interest.
9. Insurance is provided by our fiscal sponsor
10. We will exercise extreme caution regarding late-summer yellowjackets, whose ground nests, if disturbed, threaten multiple painful stings. Shannon will consult with medical professionals to ensure we are prepared.
11. obsolete: With sufficient interest from the CHOOSE 180 youths, we will conclude the summer by composing a brief research note, for submission to PNW journals, and possible publication.
12. [**new version of point 11]: FoSP will support the CHOOSE 180 emphasis upon intern presentations, to be made near the end of the project. FoSP will work with the interns starting mid-project, creating a presentation of our data and provisional findings.**
13. Last summer the South Seattle Emerald published an article on the interns’ work. We may accomplish something similar this year.

For the Friends of Seward Park

Paul Shannon

14 July 2022

For CHOOSE 180

Print name:

Date:

Signature: