

Memorandum of Understanding

This Memorandum of Understanding (MOU) is entered into by and between the State of Washington, office of Student Leadership, Involvement, and Community Engagement (SLICE) of Central Washington University, hereafter referred to as CWU, and **ORGANIZATION** hereafter referred to as the Sponsor.

CWU agrees to provide SLICE registered service participants with the opportunity to serve in the Sponsor's organization. Through this agreement, both parties agree that these CWU service participants will become service providers of Sponsor and not of CWU. It is agreed that CWU service participants may be asked to perform a variety of service support for sponsor, including but not limited to **[DESCRIBE A FEW OF THE EXPECTED TASKS]**. This Agreement is effective beginning **(Start date of Contract)** and will continue thereafter from year to year. This agreement may be terminated by either party at any time without cause upon 90-days' written notice to the other party.

In consideration of these services, notification and placement of service participants at the above named organization, the Sponsor agrees to the following responsibilities:

1. Register all CWU service participants as volunteers of Sponsor organization.
2. Purchase and keep in force a general liability policy with minimum coverage of \$1,000,000.00 per occurrence.
3. When applicable and required by law, obtain written authorization from each CWU service participant registered with Sponsor and secure valid criminal history background information pursuant to the Child/Adult Abuse Information Act and RCW 43.43.830 through 43.43.845.
4. Ensure that all registered CWU service participants have a safe working environment and that the CWU service participants are not exposed to any extreme hazards.
5. Demonstrate a level of professionalism consistent with CWU.
6. Provide supervision of all CWU service participants to include, but not limited to, the following:
 - Inform service participants of duties.
 - Be a contact person between CWU service participants and CWU SLICE.
 - Provide CWU service participants with the necessary instruction, feedback and learning opportunities.

CWU shall not be held responsible if CWU service providers do not attend or perform as to the Sponsor's requirements.

CWU requests that Sponsor provide CWU service providers with Washington State Labor & Industries Volunteer coverage under the Sponsors' account. If Sponsor does not provide such coverage to CWU service participants, it is the Sponsors' responsibility to notify all CWU service participants and CWU SLICE that such coverage will not be provided prior to the service experience.

In addition, Sponsor agrees to indemnify, defend and hold harmless the State of Washington, CWU and all its Board of Trustees, officials, agents and employees, and service providers from and against all claims arising of or resulting from the performance of this MOU. "Claims," as used in this agreement, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease or death, or injury to or destruction of tangible property including loss of use resulting therefrom.

Each party to this MOU shall be responsible for the acts or omissions of its own employees, officers, or agents in the performance of this Agreement. Neither party will be considered the agent of the other nor does neither party assume any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement.

This MOU has been executed by and on behalf of the parties hereto the day and year first above written.

For Sponsor

Sponsor's Authorized Signature

DATE

Sponsor's Printed Name

Sponsor's Phone

Email Contact Information

For Central Washington University

CWU, Associate Dean for Student Engagement & Success

DATE