



**MEMORANDUM of UNDERSTANDING BETWEEN [ \_\_\_\_\_ ] AND VALLEY LEADERSHIP REGARDING LEADERLINK**

**Description.** *LeaderLink*, a new initiative, builds the capacity of the nonprofit sector by providing comprehensive board training to Valley Leadership and Hispanic Leadership Institute alumni and then linking them to nonprofits recruiting board members. *LeaderLink* will help organizations find skilled, dedicated volunteer leaders and engage individuals by helping them find new leadership opportunities.

**Purpose.** The purpose of this Memorandum of Understanding is to clearly identify the roles and responsibilities of each party as they relate to *LeaderLink*.

Valley Leadership agrees to provide the following:

- 1. Agreement to conduct the *LeaderLink* training in collaboration with third-party trainer
- 2. Agreement to create and maintain board linking database containing individuals who have completed the training and are interested in board service

[ \_\_\_\_\_ ] agrees to provide the following:

- 1. Agreement to maintain accurate agency information in database
- 2. Agreement to vet individuals interested in board service, in a timely manner, according to agency's standard operating procedures
- 3. Agreement to access database quarterly; stagnant activity over a period of one year will result in deactivation
- 4. Agreement to provide Valley Leadership with requested data which will be used for evaluation purposes
- 5. Agreement to allow Valley Leadership to share information about our programs and services to the agency's Board of Directors for recruitment purposes

Agency is not mandated to enlist individuals participating in *LeaderLink* to board positions.

Valley Leadership is not responsible for the performance of individuals linked to the agency.

**Duration.** This MEMORANDUM OF UNDERSTANDING is at-will and may be modified by mutual consent of authorized officials. This MEMORANDUM OF UNDERSTANDING shall become effective upon signature by the authorized officials and will remain in effect until modified or terminated by any one of the partners by mutual consent.

This MEMORANDUM OF UNDERSTANDING is not intended to be legally binding on or to impose legal obligations on either Party and will have no legal effect. Either party has opportunity to terminate the MEMORANDUM OF UNDERSTANDING at any time.

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SIGNATURE

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DATE

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