

MEMORANDUM OF UNDERSTANDING

between

Rotary Club of Bujumbura
and
Rotary Club of Del Mar
and
Burundi /Friends International

1. SUBJECT

Global Grant #1980369 in Gitega Province, Burundi

2. PURPOSE

A cooperating organization is any reputable non-Rotary organization or academic institution that provides expertise, infrastructure, advocacy, training, education or other support for the grant. Cooperating organizations must comply with all reporting and auditing activities required by the Rotary Foundation and provide receipts and proof of purchase as required. This document serves to establish a framework of cooperation and agreement between the aforementioned parties as it pertains to the implementation of a project financed by a Rotary Foundation Global Grant.

3. PRIMARY CONTACTS

	HOST PARTNER	INTERNATIONAL PARTNER	COOPERATING ORGANIZATION
Name	Nsabiyumva Marie Louise	Dugan Moore	Julie Marner
Address	30, Avenue de la RDC B.P.6665 Bujumbura - Burundi	5924 Shaw Lopez Row, San Diego, CA 92121 USA	7120 Calabria Ct. Unit C, San Diego, CA 92122
Phone	+257 22 25 44 00/+257 75 82 96 20	+1 858-999-0088	1+619-251-4403
Email	marielouisensabiyumva@gmail.com	dugan_moore@yahoo.com	julie.m@bufri.org

DM
JM

4. UNDERSTANDINGS


- A. All parties affirm that Global Grant #1980369 is initiated, controlled, and managed by the Rotary clubs and/or districts involved in the project.
- B. Rotary Club of Bujumbura and Rotary Club of Del Mar affirm that Burundi Friends International is reputable and responsible and acts within all governing laws of the project country.
- C. All parties acknowledge that Global Grant #1980369, if approved, will be awarded to Rotary Club of Bujumbura and Rotary Club of Del Mar and not to Burundi Friends International.
- D. All project funds will be in the custody of the partner Rotarians and will not be managed by Burundi Friends International.
- E. Burundi Friends International must abide by The Rotary Foundation grant terms and conditions.
- F. Burundi Friends International and its involvement in this project may be subject to financial and operational review/audit by The Rotary Foundation.

5. ROTARY CLUB OF BUJUMBURA SHALL:

- A. Participate in the Community Assessment .
- B. Open a specific account for the project.
- C. Visit the project at least once every three months.
- D. Ensure that the project receipts are collected and transferred to the international partner for reporting purposes as required by The Rotary Foundation (TRF).
- E. Ensure that the project is meeting the needs of the beneficiaries.
- F. Monitor progress toward milestones and disburse funds from the project account when appropriate.

6. ROTARY CLUB OF DEL MAR SHALL:

- A. Actively participate in project design and interface with TRF's grant officer for guidance.
- B. Monitor progress toward project milestones; transfer funds to RC of Bujumbura project account for disbursement as training milestones are achieved.
- C. Provide repository of project receipts and required documents to be collected for reporting purposes.
- D. Support the Rotary Club of Bujumbura as needed and interface locally in California with Burundi Friends International's management team.
- E. Provide guidance as requested by Rotary Club of Bujumbura and/or Burundi Friends International.



7. BURUNDI FRIENDS INTERNATIONAL SHALL:

- A. Select the Lead Trainer and Six Community Facilitator Trainers for implementation of the project.
- B. Assist in coordinating the on-site four week training in Gitega following up with reports to both Rotary Clubs.
- C. Offer oversight and monthly reports on group formation, policies, and other methodology provided for the project while offering suggestions in modifying the modules as needed for youth and women in Gitega.
- D. Assure the project runs in a timely manner, stays on budget, resolves issues that may arise, and offer strong overall communication to both rotary clubs on every phase of development.

8. MODIFICATION

Modifications within the scope of this document shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, and approved by The Rotary Foundation prior to any changes being performed.

9. CONFLICT OF INTEREST

Any real or perceived conflicts of interest must be disclosed to The Rotary Foundation, including any Rotarians serving as paid staff or board of directors for the cooperating organization.

10. SIGNATURES

By signing below, the aforementioned parties agree to the terms of this memorandum of understanding.

Rotary Club of Bujumbura :

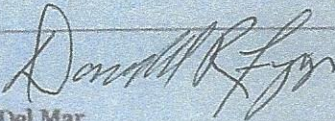
Valérie SINIREMERA, Président RCB doyen

DATE 25/09/2018



Rotary Club of Del Mar:

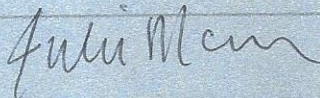
Don Fipps, President RC of Del Mar



DATE 09/25/2018

Burundi Friends International :

Julie Marner, Executive Director



DATE 9/25/2018