

Memorandum of Understanding

EDD 764A

Purpose

To enhance the Diversity, Equity, Inclusion & Belonging (DEIB) of Tidy Communities (TC) membership by recruiting volunteers who represent their service area communities.

Project Liaison

Executive Director

QB

Consultancy

Design Thinking Approach



Step	Secondary & Primary Research Notice Session	Thematic Analysis	Brainstorm Session	Goals & Strategies	Equity Pause
Timeline	4/3 - 4/24 4/10 - 4/14	4/24 - 5/1	5/1 - 5/3	5/4 - 5/22	5/22
Deliverables	Stakeholder Map Equity Statement	Insights Report	Session Summary	DEIB Goals Evaluation Mechanism Recruitment Strategies	

Practices

Scope of Work

The scope of work is limited to DEIB in the talent management space of recruiting board members and volunteers from the neighborhoods that TC is approaching. To achieve this purpose, QB Consultancy will work with TC to define the organization's DEIB goals in measurable terms and support method(s) of implementation and produce an evaluation mechanism through which TC can measure success.

QB Consultancy's final deliverables will include:

1. DEIB Goals
2. Evaluation Mechanism
3. Volunteer Recruitment Strategies
 - a. General Volunteers
 - b. Board of Directors

Data Sharing

TC and QB Consultancy will maintain the confidentiality of all information by following applicable guidelines and regulations. Each agency will follow its internal process for releasing or exchanging information. QB Consultancy may ask TC for information regarding partners, volunteers, and board members in order to conduct work.

Communications

The Executive Director will continue to serve as the Project Liaison and primary point of contact for TC. Additional organizational stakeholders will be engaged in the dialogue as well. Meetings between QB Consultancy and TC will be held every Monday at 4pm EST, starting March 20th, unless determined otherwise. These meetings will extend until July 30th, 2023 or project completion (whichever comes first).

Agreement

Terms

This Memorandum of Understanding (MOU) will commence on April 3rd 2023 and be in effect until project completion or July 30th, 2023 (whichever comes first). QB Consultancy will not receive compensation for the work done. QB Consultancy retains the right to anonymize and share data, content, and deliverables from this effort for future portfolio work and obtaining future clients. QB Consultancy will ask Tidy Communities to participate in an evaluation process and allow their experience to be shared with our prospective clients.

This MOU is to complete the agreement between Tidy Communities and QB Consultancy and may only be amended by all three involved parties (QB Consultancy, Faculty Mentor, and Tidy Communities) signing a new written agreement.

Each party agrees to indemnify and hold harmless the other party and release each of them from and against all liability, losses and/or damages or expenses or costs of judgments of any kind against the indemnified party that may arise in connection with the indemnifying party's (1) failure to perform under the terms of this MOU, and/or (2) any intentional or criminal misconduct, negligence or gross negligence arising out of, or in connection with, indemnifying party's performance of this MOU.

Signatures

Tidy Communities

QB Consultancy

Faculty Mentor

Date

Date

Date



Thank you!

Contact

Josue Barajas

Anusha Prabhakar

Gaysha Smith

Anthony Tripp

References and Resources

Design Thinking Approach adapted from the Stanford d.school and National Equity Project

Layout was adapted from the "White Green Modern Minimalist Clean Eco Friendly Sponsorship Proposal" Canva template created by One Piece Design.

Photos and graphics were provided by Canva.