

# Memorandum of Understanding (MoU)

## Between [Funding Organization] and [Educational Institution]

Date: \_\_\_\_\_

### 1. Purpose

This Memorandum of Understanding (â€œMoUâ€) sets forth the terms and understanding between [Funding Organization], hereinafter referred to as â€œthe Funderâ€, and [Educational Institution], hereinafter referred to as â€œthe Institutionâ€, in relation to the funding of educational projects and activities.

### 2. Objectives

- Specify the grant amount and its intended use.
- Outline roles and responsibilities of each party.
- Establish reporting and accountability measures.
- Promote collaboration for educational advancement.

### 3. Funding Details

The Funder agrees to provide financial support up to the amount of **[insert amount]** for the purpose of **[describe project or activity]**, to be implemented by the Institution over the period **[start date]** to **[end date]**.

Disbursement schedule and payment method:

- [Describe payment schedule and any milestones].

### 4. Roles and Responsibilities

- **The Funder:** Provide timely disbursement of funds and may request periodic reports on the use of funds and project progress.
- **The Institution:** Utilize funds as agreed, maintain accurate records, provide progress and financial reports, and comply with any regulatory or audit requirements.

### 5. Reporting and Evaluation

The Institution will deliver progress updates and expenditure reports at intervals outlined above. Both parties may participate in project evaluation and review upon completion.

### 6. Terms and Duration

This MoU will take effect upon signature by both parties and will remain in effect until **[end date]** or until terminated by mutual agreement.

### 7. Amendment & Termination

Amendments to this MoU must be made in writing and signed by both parties. Either party may terminate this MoU with advance written notice of [insert number] days.

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Name & Title [Funding Organization] Date: \_\_\_\_\_

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Name & Title [Educational Institution] Date: \_\_\_\_\_

### **Important Notes:**

- This template should be adapted to suit the specific needs and context of the funding arrangement.
- Both parties should review the agreement for legal and regulatory compliance.
- Clear communication on expectations, timelines, and reporting is essential to avoid misunderstandings.
- This MoU is generally not legally binding, but it reflects the parties' intentions and expectations.