
Sample Memorandum of Understanding

[The following is a sample memorandum of understanding. An official memorandum of understanding must be signed and dated and must be written on organizational letterhead.]

Memorandum of Understanding

Between the Stay Healthy Coalition and the Pleasantville School District

As an active coalition member, the PLEASANTVILLE SCHOOL DISTRICT in Pleasantville, MO, fully supports the STAY HEALTHY COALITION application to the Drug-Free Communities Support Program.

Since the late 1980s, the PLEASANTVILLE SCHOOL DISTRICT has played an active role in developing community efforts for the prevention of drug and alcohol abuse. This includes the initial development of the STAY HEALTHY COALITION. We have partnered with the STAY HEALTHY COALITION on initiatives ranging from prevention education and awareness to parent training, peer helping, and the development of alternative activities.

The PLEASANTVILLE SCHOOL DISTRICT agrees to contribute to the STAY HEALTHY COALITION Drug-Free Community Support Program project by:

1. Providing the venue and target participants for substance abuse prevention education.
 - a. (4) parent skill-building sessions.
 - (30) parents of seventh and eighth graders at 1 hour x 4 sessions focusing on parent skill building and substance abuse awareness and prevention.
 - b. (15) afterschool youth skill-building workshops with transportation available.
 - (50) seventh and eighth graders engaging in the Life Skills curriculum focusing on decisionmaking, self-esteem, and substance abuse avoidance.
2. Participating in community prevention awareness events and activities.
 - a. Red Ribbon Week—October 2001.
 - b. The Health Fair—April 2002.
 - c. Back to School Night parent training—September 2002.
 - All parents of seventh and eighth graders attend 40-minute training on substance abuse.
3. Providing the Life Skills Training curriculum to approximately 500 sixth and seventh graders.
 - a. In-kind cost for curriculum: $\$7 \times 500 \text{ participants} \times 3 \text{ years} = \$10,500$.
 - b. In-kind cost for training: \$4,000.

Sigrid Davis, Ph.D., Superintendent

Pleasantville School District

Date: _____

Mark Bradford, Ph.D., Executive Director

Stay Healthy Coalition

Date: _____

Please note, a memorandum of understanding is not a contract.