

Memorandum of Understanding
Centro Educativo La Minga, Inc.
and
Engineers Without Borders Denver Professional Chapter
April 2013

Purpose of Memorandum of Understanding (MOU):

Centro Educativo La Minga, Inc. (CELM) and Engineers without Borders Denver Professional Chapter (EWB-Denver) have worked successfully together for over 6 years to improve water supply systems and, recently, erosion control activities for the community of Malingua Pamba, Ecuador and surrounding communities. This MOU does not intend to change this successful relationship, but to enhance it by spelling out in general terms the joint and individual roles of each organization. Not a contractual agreement, the MOU is meant to be flexible to meet changing project and organization needs.

Memorandum of Understanding

In agreement to use our time, energy, material resources, and professional expertise in partnership to assist the people of the Malingua Pamba, Ecuador area in achieving their chosen engineering and erosion control goals, CELM and EWB-Denver agree to:

- Collaborate to conduct projects beneficial to the Communities of the Malingua Pamba area, Ecuador. As of April 2013, the projects include:
 - Malingua Pamba Irrigation System - active
 - Malingua Pamba Erosion Control Project - active
 - Guantugloma Potable Water System – active
 - Malingua Pamba Potable Water System – post-project monitoring and system refinements
- Meet early in trip planning to clarify project preparation, roles, assignments, and specific tasks to be done for the other organization while in-country. Project needs will take priority.
- Confer to determine project feasibility including goals, time involvement, costs, and likelihood prior to making a commitment to the Communities for a new project or new portion of an existing project,.
- Represent only their respective organization in written and spoken communications to the community in matters such as policy and planning, unless a prior agreement on the specific content of the communication has been reached.
- Collaborate, as appropriate, with Ecuadorian Non Governmental Organizations in addition to CELM and United States based volunteer organizations in addition to EWB-Denver.

Centro Educativo La Minga, Inc. agrees to:

- Actively work to find funding for EWB-Denver projects
 - Excluding travel and land expenses for EWB-Denver volunteers, unless CELM budget allows.
 - Excluding pre-trip volunteer costs such as inoculations, etc.

MJD to CELM
CEO/forward
August 2013
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- Interface, as requested, between EWB-Denver and Rotary Club(s) to:
 - Determine appropriate grant and/or other funding sources
 - Facilitate the writing of grants
- Host pre- and post-trip gatherings (dinner meeting or the like) to:
 - Enhance the success by explaining the roles of the leaders in Ecuador
 - Find translators and transportation in Ecuador, as requested
 - Communicate with hostels, as requested
- Maintain a Web site and/or other Internet site to include:
 - Link to the EWB-Denver maintained website
 - Support documents not produced by EWB-Denver
 - Links to project-related sources.
- Act as a Local Partner NGO by:
 - Providing guidance to EWB-Denver for successful relationships with the community,
 - Coordinating management and fiscal oversight of community-based organizations, such as the Water Boards,
 - Maintaining frequent communications with the community and advising the Chapter of relevant issues needing attention, and
 - Providing timely guidance to project teams to facilitate the development of sustainable projects that will have a lasting positive impact on the health and welfare of the community.

Engineers Without Borders agrees to:

- Meet project the EWB-USA sustainability goals, quality assurance and reporting requirements.
- Work directly with the community on community goals and also discuss with CELM their understanding of community process and goals
- Make available to CELM the EWB-Denver pre-travel document including all engineering plans
- Communicate directly with key members of the Communities concerning:
 - Summaries of EWB-Denver Ecuador Group meeting minutes
 - Trip schedules and plans
 - Commitments needed from the Communities to conduct a successful project
- Keep CELM informed of project process including a copy of the EWB-Denver Post-Project report to be completed in a timely manner
- Make all travel arrangements to include interpreter, hostel, driver, materials, etc. and, as needed, request assistance from CELM. Prior to the trip, EWB-Denver will specify tasks and expectations for interpreter, driver, and hostel standards.
- Include CELM in EWB relevant emails and discussions
- Maintain the EWB-Denver website to be the sole source of EWB-Denver documents and to include a link to CELM.

August 27, 2013

Laura Baekus

Camela Gilbert
CEO/Founder of CELM