



# MEMORANDUM OF UNDERSTANDING

Between

Rotary Club of Savusavu  
and  
Rotary Club of Point Loma (San Diego)  
and

Fiji Ministry of Health Nasavusavu Rural Local Authority

**Subject:**

This MoU is specific to the planning and execution of a project designated as the "Fiji Home Water Filters Project" under Global Grant #GG1419351 in Savusavu, Fiji. The MoU is intended to set forth the responsibilities of each Partner for the benefit of the project as outlined below.

**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.

**Primary Contacts:**

HOST PARTNER	INTERNATIONAL PARTNER	COOPERATING PARTNER
Jeff Mather	Debra Gookin	Penioni (Ben) Matadigo
+(679) 828-3616	+1(619) 709-7087	+(679) 885-0209
Rotary Club of Savusavu	Rotary Club of Point Loma (San Diego)	Savusavu, Fiji
tropicsplendorfiji@gmail.com	gookind@hotmail.com	veivosaki@yahoo.com

### **Understandings:**

- A. All parties affirm that Global Grant #GG1419351 is initiated, controlled, and managed by the Rotary clubs and/or districts involved in the project.
- B. Rotary Club of Savusavu and Rotary Club of Point Loma (San Diego) affirm that Fiji Ministry of Health Savusavu Rural Local Authority is reputable and responsible and acts within all governing laws of the project country.
- C. All parties acknowledge that Global Grant #GG1419351, if approved, will be awarded to Rotary Club of Savusavu and Rotary Club of Point Loma (San Diego) and not to Fiji Ministry of Health Savusavu Rural Local Authority.
- D. All project funds will be in the custody of the partner Rotarians and will not be managed by Fiji Ministry of Health Savusavu Rural Local Authority.
- E. Fiji Ministry of Health Savusavu Rural Local Authority must abide by The Rotary Foundation grant terms and conditions.
- F. Fiji Ministry of Health Savusavu Rural Local Authority and its involvement in this project may be subject to financial and operational review/audit by The Rotary Foundation.

### **Rotary Club of Savusavu shall:**

- A. Agree to actively participate as lead partners with MoH in the planning and successful implementation of this project.
- B. Agree that Rotary is responsible for all fundraising required for this project.
- C. Agree that Rotary will be responsible for all financial management and reporting on expenditures for this project.
- D. Agree to procure materials and equipment necessary for this project
- E. Agree to organize and pay for transport services either by POV or Taxi as needed for Health Officers to attend and participate in all phases of this project that require transport.
- F. Agree to share the final report on the project in the spirit of learning and cooperation and for the betterment of future projects.
- G. Agree to cooperate with the MoH and Savusavu Health Officials in the resolution of any and all issues related to the success of this project.



**Rotary Club of Point Loma (San Diego) shall:**

- A. Agree to actively participate as lead partners in the planning and successful implementation of this project
- B. Agree to take a leadership role in fundraising to support this project
- C. Agree to participate in equipment procurement, transport and tracking
- D. Agree to document progress on this project
- E. Agree to provide a final report including how the project goals were achieved, project spending and a description of participation of Rotary and MOH partners

**Fiji Ministry of Health Savusavu Rural Local Health Authority shall:**

- A. Agree to actively participate as “strategic” partners with Rotary in the planning and implementation of this project as outlined by the MoH Vision statement.
- B. Agree to provide staff Health Officers as needed to attend village visits, filter training sessions, and conduct follow up visits as outlined in the Project Plan.
- C. Agree that the participation of MoH officials is at no direct cost to the Rotary Club. (Except transport as outlined above.)
- D. Agree to report to the Rotary Club in writing the findings and results of follow up visits and any issues that may affect the success of this project including filter system operation issues and water-borne illness data
- E. Agree to provide Rotary the data from future, current and past health inventories, studies, and reports conducted by MoH or its agents that are relevant to insuring the success of the project.
- F. Agree to be primary point of contact and liaise with the SDMO medical, Rural Nursing Stations and Village Health Workers for this project.

**Modification:**

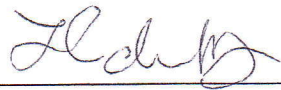
Modifications within the scope of this document shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, and approved by The Rotary Foundation prior to any changes being performed.

**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.

**Signatures:**

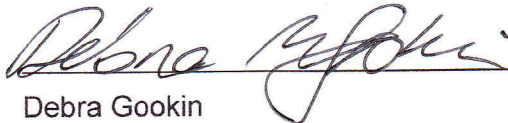
By signing below, the aforementioned parties agree to the terms of this memorandum of understanding.



Date: 24/6/2014

Tania DeHoon

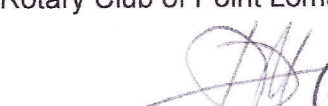
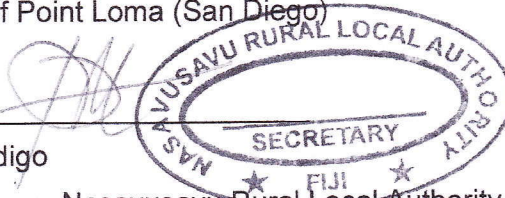
President, Rotary Club of Savusavu



Date: 24 June 2014

Debra Gookin

Rotary Club of Point Loma (San Diego)



Penioni Matadigo

Officer In Charge, Nasavusavu Rural Local Authority

Date: 24<sup>th</sup> JUNE 2014