



# MEMORANDUM OF UNDERSTANDING

between

Club Rotario Tijuana  
and  
Rotary Club Lemon Grove  
and  
Project Mexico & St. Innocent Orphanage

## 1. SUBJECT

Global Grant #GG1525825 in San Antonio de los Buenos, Tijuana, Mexico

## 2. 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.

## 3. PRIMARY CONTACTS

	HOST PARTNER	INTERNATIONAL PARTNER	COOPERATING ORGANIZATION
Name	Ivette Casillas Rivera	John Kalas	Ben De La Riva
Address	Baulio Maldonado #391 Fraccionamiento Soler Tijuana, BC Mexico 22530	5185 Comanche Drive La Mesa, CA 91942	P.O Box 120028 Chula Vista, CA 91912
Phone	+52.664.168.6866	619-697-3191	619-426-4610
Email	clubrotariotijuana@prodigy.net.mx	jkalas@cbmgmt.com	ben@projectmexico.org

**4. UNDERSTANDINGS**

- A. All parties affirm that Global Grant #GG1525825 is initiated, controlled, and managed by the Rotary clubs and/or districts involved in the project.
- B. Club Rotario Tijuana and Rotary Club Lemon Grove affirm that Project Mexico & St. Innocent Orphanage is reputable and responsible and acts within all governing laws of the project country.
- C. All parties acknowledge that Global Grant #GG1525825, if approved, will be awarded to Club Rotario Tijuana and Rotary Club Lemon Grove and not to Project Mexico & St. Innocent Orphanage .
- D. All project funds will be in the custody of the partner Rotarians and will not be managed by Project Mexico & St. Innocent Orphanage .
- E. Project Mexico & St. Innocent Orphanage must abide by The Rotary Foundation grant terms and conditions.
- F. Project Mexico & St. Innocent Orphanage and its involvement in this project may be subject to financial and operational review/audit by The Rotary Foundation.

**5. CLUB ROTARIO TIJUANA SHALL:**

- A. Visit Casa Hogar San Inocencio quarterly for project status updates
- B. Receive project progress updates and review financial statements
- C. Communicate the results of all visits and project progress to partner clubs

**6. ROTARY CLUB LEMON GROVE SHALL:**

- A. Visit Casa Hogar San Inocencio bi-annually for project status updates
- B. Receive project progress updates and review financial statements
- C. Communicate the results of all visits and project progress to partner clubs

**7. PROJECT MEXICO & ST. INNOCENT ORPHANAGE SHALL:**

- A. Coordinate project site visits by the Host, International or other participating clubs.
- B. Provide quarterly reports of project progress and accurate financials as requested.
- C. Provide guidance and assistance to Casa Hogar San Inocencio throughout project life cycle.

**8. MODIFICATION**

Modifications within the scope of this document shall be made by mutual consent of the parties, by the

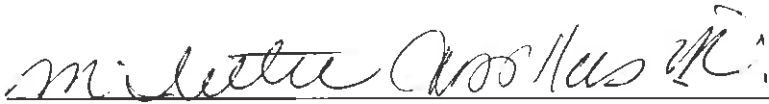
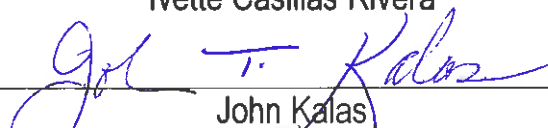

issuance of a written modification, signed and dated by all parties, and approved by The Rotary Foundation prior to any changes being performed.

**9. 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.

**10. SIGNATURES**

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

 _____ Ivette Casillas Rivera	<u>12/1/2014</u> _____ DATE
 _____ John Kalas	<u>12/12/2014</u> _____ DATE
 _____ Ben De La Riva	<u>12/1/2014</u> _____ DATE