



BRIDGE – BRIDGE Memorandum of Understanding (MOU) with Counterparts & Caretakers

This MOU declares a formal partnership between Bridge and the identified Counterpart (CP) and/or Caretaker (CT). This describes the responsibilities and duties of each party in this partnership. Parties shall comply with the duties that are described. The length of partnership within the CT and/or CP lasts for three years before being renewed.

Name of Partnering CT and/or CP:

Date Partnership Begins:

Date Partnership Ends:

BRIDGE will be responsible for the following:

- Informing CTs and CPs in a timely manner of the arrival of Volunteers.
- Providing prompt payment of all fees as outlined in the BRIDGE Volta Office Policies & Procedures.
- Providing adequate training to all CTs and CPs.
- Providing assistance during and after Volunteers' visits in the event any issues arise.
- Replying to concerns and questions posed by the CT or CP.

The above named CT and/or CP is responsible for the following:

- Ensuring the safety and well-being of Volunteers when at their care.
- Employing all of the methods learned during CT or CP training.
- Abiding by all terms listed in the Bridge CT & CP Policies & Procedures.
- Being on time to all BRIDGE meetings as well as when meeting Volunteers.
- Informing Bridge of any problems or emergencies that arise during or after the Volunteers' visits.
- Promptly replying to all emails or other correspondence from the BRIDGE team.
- Refraining from asking Bridge volunteers for personal gifts at any point, even after they leave, and notifying Bridge of any assistance volunteers give to any CT or CP.

SIGNATURES

Bismark Agbeve, BRIDGE Volta Office Manager: _____ Date: _____

Name of CT and/or CP: _____ Date: _____