FIRST STATE TECH PARTNERSHIP
Memorandum of Understanding
between
Tech Council of Delaware
and
[Member Organization Name]
[Applicable Date Range]

This Memorandum of Understanding (hereinafter referred to as the “MOU”) sets the terms of understanding between the Tech Council of Delaware and the [Member Organization] to engage in a workforce development project.

1. Purpose and Objectives of the MOU
The purpose of this MOU is to establish an agreement among the above mentioned parties concerning their respective roles and responsibilities for:

- Program Design or Customization
- Cohort Launch & Training Support

2. Roles and Responsibilities
Each party’s specific responsibilities are described below. Pursuant to the terms of this MOU, each party commits to working together in a collaborative manner to accomplish the following goals:

- goal 1, with associated timeframe
- goal 2, with associated timeframe

Responsibilities of Tech Council of Delaware (workforce intermediary):
- Manage overall workforce project
- Execute and perform workforce intermediary services outlined in Quote for Services
- Provide project partners with timely updates and information

Roles and Responsibilities of [Member Organization Name] (employer partner):
- R1
- R2
- R3
3. **Schedule of Payments**

Now that [Member Organization] has accepted and signed the associated Quote for Services, payment will be issued by [Member Organization] as follows:

- 50% of total amount [STBD] due is payable no later than, [Date]
- 50% remaining balance [STBD] due at project completion and no later than, [Date]

The Tech Council of Delaware shall only be paid for services outlined within the Description section of the Quote for Services with services being provided within the date range noted above.

4. **Procedures for Modification and Termination**

This MOU may be modified, revised, extended, or terminated by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties.

**Signatures**

The undersigned confirm their acceptance of the terms outlined in this MOU:

________________________________________  __________________________________________
              Tech Council of Delaware signature                                  Member Organization signature

________________________________________  __________________________________________
              Full Name                                                            Full Name

________________________________________  __________________________________________
              Date                                                              Date