



# MEMORANDUM OF UNDERSTANDING

**Between**

**(Name of service)**

**and**

**(Name of service)**

## **1. Purpose of this document:**

This Memorandum of Understanding outlines the intentions of both the (name of service) and (name of service) for a shared commitment to work collaboratively in the development of culturally appropriate human services systems for Aboriginal and Torres Strait Islander people in the (name of specific catchment area for the service).

## **Commitment to the following principles:**

- Recognise and support traditional owners.
- Enhance reconciliation within the (name of area).
- Promote social justice.
- Acknowledge and support the importance of families as the key components of traditional authority structures and recognise their role within communities.
- Strengthen communities, families and individuals through building the capacity of communities to meet their own needs.
- Integrate planning, coordination and delivery of responsive human services.
- Promote goodwill, co-operation, collaboration and coordination of effort.
- Promote partnerships.

## **2. Objectives**

For (name of service) and (name of service) to:

- 2.1 develop a joint regional action plan which would give effect to the purpose and principles of this protocol
- 2.2 develop a spirit of cooperation, goodwill and partnership and work collaboratively around agreed activities

- 2.3 support the development of integrated, accessible and responsive human services to:
  - 2.3.1 identify and participate in joint case management process
  - 2.3.2 work collaboratively to develop, monitor and review the effectiveness of jointly funded services
  - 2.3.3 identify and participate in joint planning processes
  - 2.3.4 share knowledge and expertise and explore learning opportunities
  - 2.3.5 support the effective and efficient utilisation of resources in the targeted areas

### **3 Period of arrangement**

- 3.1 This Memorandum of Understanding will operate unless otherwise agreed between the (name of service) and (name of service), until such time as a written statement from either party advises otherwise.
- 3.2 The arrangement may be renegotiated at any time during the period of arrangement, with the agreement of both parties.

### **4 The parties agree that:**

- 4.1 If a joint project is initiated, the parties will develop and implement it within the spirit of this agreement.
- 4.2 This is not a legally binding document and its provisions do not create rights, obligations or duties for either party.
- 4.3 The document merely records the mutual intentions of the parties to work together collaboratively for the benefit of the community.

This Memorandum of Understanding was negotiated between:

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

AND

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_