

APPENDIX D
EXAMPLE MEMORANDUM OF UNDERSTANDING
FOR MAINTAINENCE
PEND OREILLE RIVER WATER TRAIL CONCEPT PLAN

DATE_____

Introduction

This Memorandum of Understanding (MOU) is executed to coordinate the maintenance activities of the _____, a site along the Willamette River Water Trail. This MOU defines the working relationship needed to ensure the upkeep of the site and its related infrastructure. An MOU member of record is defined as an individual signer of this MOU, or the official representative, or delegate, of an agency or organization that is a signatory to this MOU.

For each member or member organization: This MOU will become effective upon the signing of this document. This agreement will remain valid until such time as the member or member organization provides written notification to the other signing party that it wishes to no longer be a participating member of this MOU.

Objectives of _____ Site Maintenance MOU

The objectives of the _____ Site Maintenance MOU are to:

- Coordinate the most effective use of volunteer labor;
- Provide for a well maintained and functioning recreation site opportunity;
- Demonstrate the collective desire of local and regional clubs and organizations to provide significant volunteer resources to the upkeep of the Willamette River Water Trail.

Role of the _____ (Land Manager/Entity Responsible For Site)

The _____ (land manager) will serve as the primary lead for coordinating all maintenance activities along the Willamette Trail. The _____ (land manager) will provide a primary contact to coordinate with _____ (entity signing on to maintain the site) questions, and reporting. The _____ (land manager) will provide tools and expertise to assist volunteers whenever and wherever feasible.

Role of _____ (Entity Signing On To Maintain Site)

_____ (entity signing on to maintain the site) will be responsible for coordinating the work of their individual members. In addition, said organization will provide a primary contact to _____ (land manager). All volunteer work will be cleared with the _____ (land manager) prior to the start of the work. _____ (entity signing on to maintain the site) will record and report to _____ (land manager) all hours worked on the site.

Modification and Termination

Any party may terminate this MOU by providing thirty (30) days written notice to the other party. Upon receipt of such notices, the party will no longer be bound by the terms within the MOU.

This MOU may be altered at anytime providing that each entity who signed on to the MOU formally approves the changes being made. A formal approval will include a written letter with signature detailing the acceptance of the changes to the MOU.

Signatures

This MOU is approved and executed by:
