



Mission Statement: To eliminate substance abuse through community effort.

Vision Statement: Our Dream is through God's guidance; we unite our community, and create an environment that encourages the elimination of substance abuse, so our children and families can thrive in a spiritual, moral, healthy, drug-free environment

Memorandum of Understanding (MOU)

General Membership

This agreement is between the Concho Valley CARES Coalition and _____(name), of

_____ (agency) and shall be effective _____ (today's date).

Members shall fully support the Concho Valley CARES Coalition's mission and purpose to create an environment that encourages the elimination of substance abuse through community effort. The Steering Committee may remove any member who fails to meet the membership requirements at any time.

I. Membership Criteria

1. Members shall consist of any organization, business, agency, or individual that supports the Concho Valley CARES Coalition mission and vision.

II. Membership Responsibilities – Members shall actively participate in the Concho Valley CARES Coalition in the following ways:

1. Participate in a minimum of one Concho Valley CARES Coalition activity per year.
2. Attend at least three Concho Valley CARES Coalition meetings per year.
3. Serve as a resource or advisor to the Concho Valley CARES Coalition, with the opportunity of serving as a panel member.
4. Participate by completing a quarterly evaluation form in an effort to inform Concho Valley CARES Coalition of individual or organizational information and activities that support Concho Valley CARES Coalition mission.
5. Periodically report organization or individual donations in time and resources that support Concho Valley CARES Coalition mission.
6. Inform Concho Valley CARES Coalition of individual or organization activities by providing press releases when available.

1. Meetings

- a. General Membership meetings shall take place a minimum of 4 times per year; one of which shall be the Annual Luncheon. Meetings may be called by the Steering Committee. All members (including Steering Committee) are required to attend a minimum of 3 per year.
- b. Written notice of meetings will be emailed to each member at least 4 days in advance of each meeting.
- c. The agenda shall be emailed to each member at least 2 days in advance of each meeting.



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2. Quarterly Evaluation Forms

- a. Quarterly Evaluation Forms will be emailed at the beginning of every quarter and available at quarterly meetings for all members to participate.

3. Activities

- a. Members shall be provided information and opportunities to participate in Concho Valley CARES Coalition activities to fulfill membership responsibilities.

By signing, I have agreed to the terms outlined in this document.

_____ **Member Signature**

_____ **Chair Signature**

III. Preferred Contact Information

Mailing Address: _____

Email Address: _____

Phone Number: _____

Fax Number: _____

Amendment

This agreement may be amended by mutual consent of both parties; however such agreements **must be** in writing and signed by both the individual and either the Drug-Free Communities Program Director or Drug-Free Communities Coordinator.



Last Updated 01/2011 by EAO