

**SAMPLE Memoranda of Agreement
(Implementing an EBPM at a School Site)**

This Memorandum of Agreement (MOA) is between Sample County Health Department, hereinafter referred to as “SCHD,” and District Middle School, hereinafter referred to as “DMS.” This MOA is effective upon [start date] and shall remain in effect until [end date]. The MOA may be updated by written agreement of both parties, and may be terminated by either party with a 30-day written notice.

SCHD is a sub-awardee of the California Personal Responsibility and Education Program (CA PREP). SCHD is responsible for providing evidence-based program models (EBPMs) proven to change behavior, delay sexual activity, increase condom or contraceptive use among sexually-active youth, and/or reduce pregnancy to high-risk adolescents within Sample County. DMS is a public school within the Sample Unified School District. The purpose of this MOA is to ensure all parties understand and agree on how the EBPM will be implemented (e.g., number of sessions, participant demographics, length of sessions, contents of sessions).

SCHD and DMS have a common objective: to reduce the pregnancy and birth rates of high-risk youth populations within DMS by implementing effective program models that provide teens with the knowledge, understanding, and behavioral skills necessary to make responsible decisions regarding risky sexual behaviors.

In view of the common objective, SCHD and DMS agree on the following:

The representatives responsible for upholding and fulfilling the terms of this MOA are:

<p><u>Sample County Health Department</u> Jane Doe, Health Educator Telephone: (XXX) XXX-XXXX E-mail: Xxxxx@xxxx.com</p>	<p><u>District Middle School</u> John Smith, Principal Telephone: (XXX) XXX-XXXX E-mail: Xxxxx@xxxx.com</p>
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Communication: The representatives will communicate weekly or more frequently, if necessary, via e-mail, telephone, and face to face meetings.

Participants to be Served: 96 or more African American and Hispanic DMS students, ages 11 to 13.

EBPM to be Implemented: Making Proud Choices! 4th Edition, 2011. The goals of Making Proud Choices! are to reduce the risk of HIV/STDs and pregnancy among youth by stressing abstinence and condom use, and by providing students with greater

knowledge about HIV/STD and pregnancy prevention, better negotiation skills, and reducing risk-taking behaviors.

SCHD Obligations:

SCHD staff will implement the Making Proud Choices! Curriculum with fidelity by adhering to the following:

1. Provide DMS with at least one full-day site visit to discuss the project, learn more about DMS' mission, vision, services and clients, and provide information on the EBPM approach for teen pregnancy prevention.
2. Have students complete a baseline survey on their recent sexual behavior. Have students respond to questions about their attitudes and intentions regarding risky sexual behavior and their knowledge of STIs/HIV.
3. Teach STI/HIV and pregnancy prevention using the "Making Proud Choices!" EBPM.
4. Teach the eight (8) EBPM modules in 1 hour sessions (or less).
5. Teach the entire 6th, 7th or 8th grade health/science class between the ages 11-13.
6. Teach STI, HIV, and pregnancy prevention strategies, behavioral attitudes, condom negotiation and problem solving skills, build self-efficacy and a desire to practice abstinence.
7. Provide all curriculum materials including an activity set (handouts, role-plays and posters etc.)
8. Implement and adhere to the core components of the Making Proud Choices! EBPM.
9. Survey participants on their attitudes and intentions regarding risky sexual behavior, and on their knowledge of STI/HIV and pregnancy prevention immediately after the intervention, and again at three (3) months, six (6) months, nine (9) months, and 12 months after the intervention.
10. Protect the confidentiality of any data collected from youth in outcome evaluations or any other source
11. Conduct and participate in program/performance evaluation to monitor the progress or success of intervention activities at three (3), six (6), nine (9), and 12 month intervals after the intervention.

DMS Obligations

DMS agrees to cooperate with SCHD's implementation and evaluation of the evidenced-based teen pregnancy prevention program for students identified in this MOA. Specifically, DMS agrees to:

1. Meet with SCHD staff at least one full-day and on an ongoing basis to discuss the project, and learn more about the EBPM approach to teen pregnancy prevention. Provide SCDH staff information on DMS' mission, vision, services, and students.

2. Provide assistance and support as appropriate, for SCHD’s EBPM planning, implementation, evaluation, documentation, and sustainability.
3. Participate in program evaluation (both process and outcome evaluation) by agreeing to evaluate the implementation of the prevention program/evidenced-based program model and allowing participating students to complete outcome evaluation measures before and after the program is delivered.
4. Protect the confidentiality of any data collected from students in outcome evaluations or any other source. Any data shared with SCHD for this project will be completely confidential, stripped of all identifiers, and shared in aggregate form.
5. Provide space and staff, as needed, to assist SCHD with implementation of the EBPM.
6. Cover meeting logistics.
7. Have the classroom teacher present during all EBPM sessions.

We, the undersigned, have read and hereby agree to the terms within this MOA.

SCHD Director

Date

Name and Title of Signing Authority (print or type)

DMS Principal

Date

Name and Title of Signing Authority (print or type)