QATAR FOUNDATION INTERNATIONAL, LLC
عضو في مؤسسة قطر
Member of Qatar Foundation

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Memorandum of Understanding

This Memorandum of Understanding ("MOU") is made on the later of the dates that the two Parties hereto have signed the MOU as reflected on the signature page and is between the two Parties:

- **Qatar Foundation International (hereinafter "QFI"),** a member of Qatar Foundation, located at 1225 New York Avenue, Suite 500, Washington, DC 20005, and formed in the State of Delaware, United States of America for the purposes of fostering a more meaningful understanding the Arab world, connecting cultures and advancing global citizenship through education, represented Maggie Mitchell in her capacity as Executive Director and her designee for this program, Craig Cangemi, Program Officer.

- **The Center for Middle East Studies at the University of Texas at Austin's Outreach Program (hereinafter "CMES")**, located at 116 Inner Campus Dr. Stop G6000, Austin, TX 78712, whose purpose it to enhance knowledge and understanding of the Middle East and its component cultures in K-12 and postsecondary schools businesses, civic and nonprofit organizations, the media, and the general public since the mid-1970s.

Purpose of MOU

To work together in the coordination, development and implementation of a two-year Teacher Leadership Program which aims to build a cohort of K-12 educators across the country who can provide effective professional development to their peers on topics related to the Middle East.

This program will be held each year and this MOU operates under the assumption that each Party will continue to work together to implement this program for each subsequent year unless otherwise designated by either Party.

Program Overview

Selected participants will attend a fully-funded series of five two-day workshops held in different U.S. cities throughout the course of a year exploring a variety of themes related to the Middle East. During each event, participants will attend seminars with experts in the field, work with education specialists to develop effective pedagogical approaches to the content, and create a toolkit of strategies to share with other educators to help them become more effective and confident when teaching about the region.

In addition to these events, participants will engage in monthly webinars and activities as a group to reinforce content knowledge and skills while also developing a portfolio of presentations, teaching approaches, and resources to be completed by the end of the first year of the program.

Upon completion of the first year of the program, participants will be provided with funding (by QFI) and resources to present his/her portfolio at a professional development workshop and event. Participants will also serve as mentors for the following year's incoming cohort of participants.

Obligations of Partners

In coordination with Qatar Foundation International and additional partnering institutions, CMES will:

- Assist with the promotion of the program during each application cycle to attract potential applicants
- Assist with the applicant review and selection process during each application cycle
- Participate in a monthly conference call to discuss program development
- Assist with the development and implementation of monthly webinars for each cohort of educators
- Implement one annual two-day workshop during the academic year at the University of Texas at Austin (to be held on a weekend) to further the program's objectives. This will include the following (but not limited to) tasks:
    - Identifying a date that fits within the both program's schedule as well as that of the schedule of the Outreach Program.
    - Identifying and securing a location for the workshop at the University of Texas at Austin
    - Develop a workshop agenda outlining pre-agreed upon topics
    - Identify and secure local speakers to present at the workshop
    - Support Qatar Foundation International in identifying potential catering to provide participants with meals throughout the event
    - Support Qatar Foundation International in identifying lodging options for participants
- Allow CMES' programmatic point of contact to attend each of the additional four workshops to be held throughout the academic year hosted by additional partnering institutions.
- Assist with the annual evaluation of the program upon its conclusion

CMES will not be financially liable for any aspect of this program and Qatar Foundation International will provide all funding for any applicable costs as outlined below in its obligations.

Qatar Foundation International will:

- Oversee and coordinate all program application processes including application development, solicitation, review and selection
- QFI will, to the best of its ability, ensure that in each cohort of selected participants, a minimum of two participants will be selected from Texas to support CMES' mandate as a Title IV institution.
- Develop and oversee promotional and outreach strategy for the program, ensuring appropriate advertisement of the University of Texas at Austin's participation as a partner organization
- Develop timeline for all facets of the program's implementation in coordination with partnering institutions including the CMES.
- Coordinate and support with the preparation, implementation and any follow-up for webinars or program activities not related to the two-day workshop to be implemented at the University of Texas at Austin.
- Coordinate and support with the preparation, implementation and any follow-up of the workshop at the University of Texas at Austin as needed by CMES' programmatic point of contact.

- Cover any costs associated with the implementation of the two-day workshop at the University of Texas at Austin including:
    - Workshop location (if applicable)
    - Catering or any expenses related to meals and breaks (i.e. breakfast, lunch, snacks)
    - Workshop materials
    - Honoraria for presenters at the workshop at a rate agreed upon by QFI and the University of Texas at Austin
- Arrange all logistics and cover all costs associated with the travel of each program participant to attend the two-day workshop at the University of Texas at Austin including:
    - Flight
    - Hotel
    - Transportation to/from the airport and hotel
    - Stipend for meals not provided at the event
- Arrange all logistics and cover all costs associated with the travel of the programmatic point of contact to attend each workshop not held at the University of Texas at Austin to include:
    - Flight
    - Hotel
    - Transportation to/from the airport and hotel
    - Stipend for meals not provided at the event
- Cover any additional unanticipated costs associated with the implementation of any aspect of this program

Media

During each event, photography or videography may occur. Both Parties shall be entitled access to any photos or film for use, including for online social media purposes. Each participant, including speakers, will sign a media release waiver to ensure no violation of privacy.

Materials Production

Throughout this program, participants will produce open education teaching materials and resources, defined as resources that can be openly and freely shared for reuse and adaption by others. Each Party shall have access to any developed materials for use and distribution at their respective institutions or any online platforms, including QFI's open education resource library, Al Masdar (www.teachalmasdar.com).

Logo Use

Throughout QFI and CMES' work together on this program, both Parties agree upon the following:

- QFI will include the logo of CMES on all online and offline materials which QFI produces for the agreed program and/or event and shall reflect CMES as a partner. QFI shall be entitled to display on its website relating to the program and/or event the logo for such period of time as authorized by CMES.

- CMES will include the QFI logo on all online and offline materials produced for the agreed program and/or event and shall reflect QFI as a partner. CMES shall be entitled to display on its

website relating to the program and/or event the logo for such period of time as authorized by QFI.

- Neither Party shall be entitled to use the other's name and/or logo without the prior written consent of that Part, or for a purpose other than agreed between the Parties in writing.

- CMES may upload the QFI logo hyperlink on its website for such period of time as authorized by QFI and QFI must pre-approve the location of its hyperlink on the website.

- QFI may upload CMES's logo on the QFI website for such period of time as authorized by CMES and CMES must pre-approve the location of its hyperlink on the website.

- Any authorization or pre-approval required under this section with respect to CMES shall be provided by the Director. Any authorization or pre-approval required under this section with respect to QFI shall be provided be its Executive Director or her (his) designee.

Term and Termination

This MOU shall enter into force upon its signature by both Parties and shall be in effect for one year and shall thereafter be automatically renewed for successive similar terms until terminated by either Party upon one month written notice to the other Party.

Notices

All notices, invoices and/or demands of any kind between the Parties in this MOU shall be in writing and sent to the following individuals and addresses set forth below:

If for CMES
Dr. Karen Grumberg
Director, Center for Middle Eastern Studies
The University of Texas at Austin
116 Inner Campus Dr. Stop G6000
Austin, TX 78712

If for QFI
Maggie Mitchell Salem
Executive Director
Qatar Foundation International
1225 New York Avenue, Suite 500
Washington, DC 20005

and

Craig Cangemi
Program Officer
Qatar Foundation International
1225 New York Avenue, Suite 500
Washington, DC 20005

Amendments

No modifications or amendments to this MOU can be made except in writing signed by both QFI and CMES.

Entire Agreement

This MOU constitutes the entire agreement between the Parties and supersedes all prior correspondence, understandings, representations or warranties or agreements whether written or oral with respect to the subject matter hereof.

In witness whereof the Parties hereto have caused this MOU to be executed in two (w) originals by their duly authorized representatives:

Qatar Foundation International, LLC

By: _____
Maggie Mitchell Salem
Executive Director

Date: _____

CMES, The University of Texas at Austin

By: _____
Dr. Karen Grumberg
Director

Date: _____