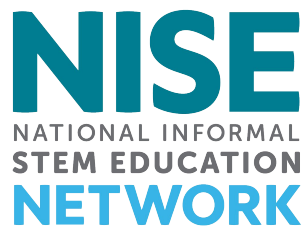


# Earth & Space Project-Based Professional Learning Community



## Community Collaborations

Recorded in February 2022 as part of the Earth & Space Project-Based Professional Learning Community



# Community Collaborations

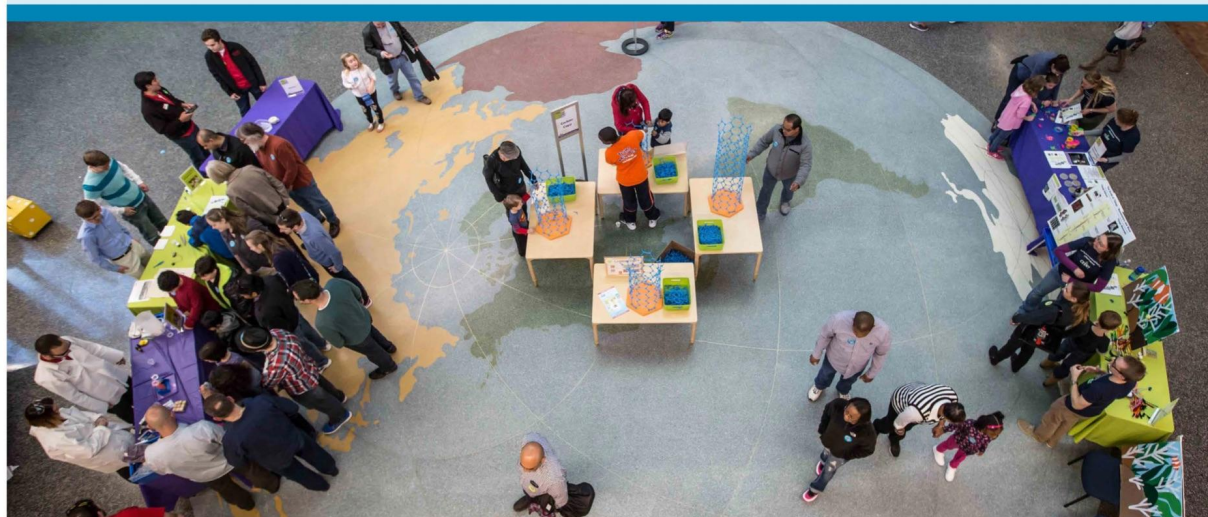


**MUSEUM & COMMUNITY PARTNERSHIPS:**

# Collaboration Guide

*For museums working with community youth-serving organizations*

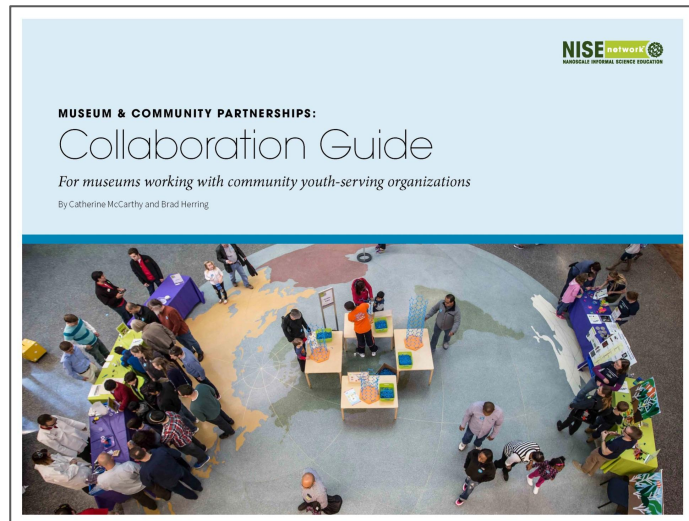
By Catherine McCarthy and Brad Herring



<https://www.nisenet.org/collaboration-guide>

# Collaborations Guide Contents

- Why Collaborate
- Levels of Partnerships
- Key Characteristics of Success
- Beginning and Sustaining Collaborations
- Barriers to Success
- Templates: Memorandum of Understanding
- Profiles of National Youth-serving Organizations



<https://www.nisenet.org/collaboration-guide>

# Collaborations Guide Companion Video

5 minute  
Video



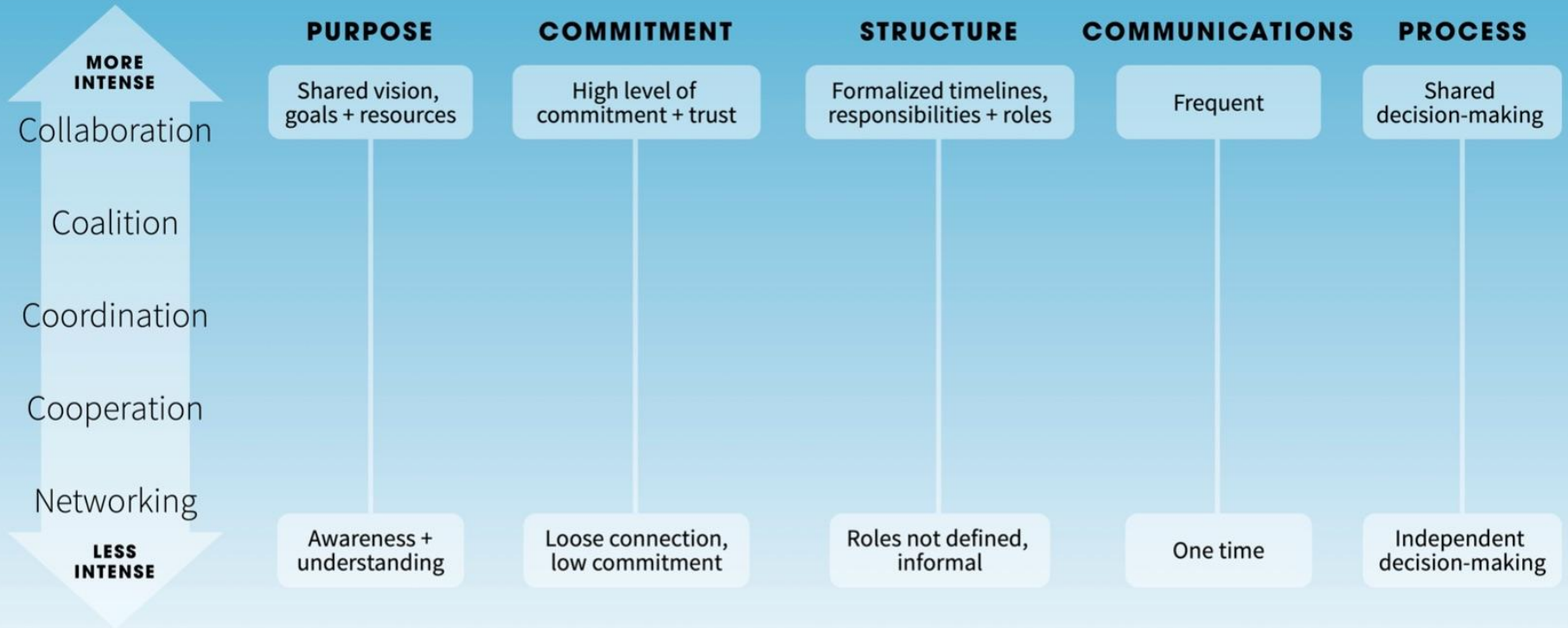
<https://www.nisenet.org/collaboration-guide>

and

<https://vimeo.com/139256428>



# Partnership Continuum



# Collaborations Tips

## Why collaborate?

To achieve something you can't do on your own!

- Be **patient**! Collaboration takes time.
- Get to know each other. Each partner has a lot to learn and a lot to offer.
- **Listen** to your partners and community members



# Collaborations Tips

- Be clear about your **goals and expectations**.
- **Communication** is critical,  
not everything will go perfectly  
so you want to have open communication
- **Share** decision-making
- Stay focused on your goals.  
And don't forget to **celebrate your successes!**





# Tools and Templates

## Template Memorandum of Understanding (MOU)

**SAMPLE TEMPLATE**  
**MEMORANDUM OF UNDERSTANDING (MOU)**  
between

\_\_\_\_\_ (Organization A)

and

\_\_\_\_\_ (Organization B)

**Preamble:**  
The purpose of this Memorandum of Understanding (MOU) is to clarify the expectations, roles, and responsibilities of the collaboration between our two organizations (Parties) on **PROJECT XXXXXX** (Project). This is not a legally binding agreement.

**Intent to Collaborate**  
It is the intent of the Parties to jointly collaborate on the implementation of the Project.

**Background**  
The Project has the following purpose:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Timeline:**

- The overall project will take place between **Date** and **Date**.

The Project has the following key milestones

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Roles and Responsibilities**

**Both organizations will:**

- **Communicate as needed about the implementation and progress of the project**
- \_\_\_\_\_
- \_\_\_\_\_

**Organization A will provide:**

- **Training/orientation (where/when):** \_\_\_\_\_
- **Activities/implementation: (where/when/who)** \_\_\_\_\_
- **Evaluation/Reporting: (when)** \_\_\_\_\_

**Organization B will provide:**

- **Training/orientation (where/when):** \_\_\_\_\_
- **Activities/implementation: (where/when/who)** \_\_\_\_\_
- **Evaluation/Reporting: (when)** \_\_\_\_\_

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**Coordination and Communication:**  
Most of the communication about the Project will take place between the two primary contact people. The primary contact people for each organization are:

**Organization A - Primary Contact:**

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

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Organization A - Additional Contact:**

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

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Organization B - Primary Contact:**

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

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Organization B - Additional Contact:**

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

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Modifications to this MOU:**  
This Memorandum may be modified with supplemental written agreements signed by the parties and can be terminated in writing, in whole or in part, by consensus of the parties.

**Acknowledgment:**  
The following parties jointly agree to the roles and responsibilities delineated in this Memorandum of Understanding:

**Organization A:**  
Organization Name: \_\_\_\_\_

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

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

**Organization B:**  
Organization Name: \_\_\_\_\_

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

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

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# Profiles of National Youth Serving Organizations

1. 4-H
2. Afterschool Alliance
3. Boys & Girls Clubs of America
4. Boy Scouts of America
5. Girls Inc.
6. Girl Scouts\*
7. Libraries
8. National Girls Collaborative Project
9. Parent Teacher Association (PTA)
10. Y (YMCA)
11. YWCA

\*More Earth & Space resources for Girls Scouts:

<https://www.nisenet.org/girlscouts>



# Thank You

