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
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https://www.nisenet.org/collaboration-guide
Collaborations Guide Companion Video

5 minute Video

https://www.nisenet.org/collaboration-guide
and
https://vimeo.com/139256428
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)


Presented:
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 XXXXXXX (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:

•

•

Tieron: 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/Interruption (when/where)

• Activities/Implementation (when/where/who)

• Evaluations/Reporting (when)

Organization B will provide:

• Training/Interruption (when/where)

• Activities/Implementation (when/where/who)

• Evaluations/Reporting (when)


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 B - Primary Contact:
Name: ____________________________
Phone: __________________________
Email: __________________________

Organization A - Additional Contact:
Name: ____________________________
Phone: __________________________
Email: __________________________

Organization B - Additional Contact:
Name: ____________________________
Phone: __________________________
Email: __________________________

Modifications to this MOU:
The 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.

Acknowledgement:
The following parties jointly agree to the risks and responsibilities delineated in this Memorandum of Understanding.

Organization A: ____________________________

Organization Name: ____________________________

Printed Name: ____________________________

Signature: ____________________________ Date: _____________

Organization B: ____________________________

Organization Name: ____________________________

Printed Name: ____________________________

Signature: ____________________________ Date: _____________
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

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