**HRSA’s COP-RCORP Initiative**

**Review of Local Memorandums of Understanding from the Planning Phase**

With the start of the COP-RCORP-Implementation grant, we need to review the local MOU agreements that you created under the Planning grant to determine what needs to be amended or changed. For example, during the planning phase, none of the local COP-RCORP consortia had funding agreements.

Below are steps to guide you through the review of your local MOU for the Implementation Phase.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** |  | **Consortium:** |  |
| **Date:** |  | **County:** |  |

**Step 1.** Find your local consortium MOU(s) from the COP-RCORP-Planning phase. They are available on the project website.

**Step 2.** Consider the following:

1. Review your MOU(s) regarding the partners who signed during the Planning phase.

NOTE: You may add or remove consortium members, if needed.

\_\_\_\_Yes, we will add local consortium members

\_\_\_\_No, we do not have any new consortium members to add at this time

List who else you plan to add for implementation:

1. Review the MOU(s) language in the context of your plans for the Implementation phase.
	1. Will local consortium members now receive funding during Implementation?

\_\_\_\_Yes, local consortium members will receive funding during implementation

\_\_\_\_No, local consortium members will not receive funding during implementation

List who will receive funding here:

* 1. What other sections have language that might need to be amended (e.g., decision-making, governance, etc.)?

List the sections that need to be updated here:

1. Are there any other changes to your local MOU(s) that you think need to be made?

List the changes here:

**Step 3.** Decide if you plan to amend your local MOU or sign new one(s) for the Implementation phase.

\_\_\_\_\_ Amending the existing local MOU(s)

\_\_\_\_\_Issuing a new MOU(s)

**Step 5.** Send this completed review of your local MOU(s) to your TTAE provider by need date.