

# What to Keep in Mind When Developing an MOU

1. What are the pre-established goals to collectively achieve?
  - a. What are the strengths of the CBO in this context? Any priority populations or geographies?
2. How much funding is available to offer to the partner?
3. What methods will help achieve the goal?
  - a. e.g. street canvassing? meetings?
4. What metrics would be important to collect impact?
  - a. e.g. number of vaccines administered? number of community members reached?
5. What is the quantity and frequency of the methods & metrics?
  - a. E.g. how many people engaged? how many meetings per month?
6. Expectation on reporting: how is reporting collected and how often is it submitted?