DIVISION MEMORANDUM
No. 174 , s. 2022

March 28, 2022

STRENGTHENING PARTNERSHIPS THROUGH MEMORANDUM OF AGREEMENTS (MOA/MOU)

To: Assistant Schools Division Superintendent
        Chief Education Supervisors (CID & SGOD)
        Public Schools District Supervisors
        Public Elementary and Secondary School Heads

1.   Partnerships offer many options for schools to tap into the resources of institutions and organizations to support programs, projects and activities (PPAs). In instances where partners have common goals and are ready to share resources with a school, it is best to forge a strong partnership thru a written document like a Memorandum of Agreement (MOA) or a Memorandum of Understanding (MOU).

2.   In connection with the above, all schools are hereby required to strengthen their existing partnership/s by entering into a MOA or MOU. It is highly encouraged that at least one MOA or MOU can be formalized with the school's existing partnerships for the school year.

3.   The social mobilization and networking specialists shall conduct technical assistance to schools in ensuring the preparation of the MOA or MOU. Schools will be visited in order to assist the School Head and Adopt-A-School Coordinator in the drafting of the documents. The documents shall form part of the partners' application for tax incentives under RA 8525 or the Adopt-A-School Act of 1998.

4.   The templates for the drafting of MOA and MOU shall be provided. The description of the project/s which shall be prepared for MOA or MOU shall be reviewed and submitted every 10th of the month or as soon as they are ready.

5.   For immediate dissemination and compliance.

CRISTY C. EPE
Schools Division Superintendent