



IDIEM College and University Partnership Program

Letter of Participation

I. INTRODUCTION

This agreement, dated _____, while not a legally binding document, establishes the roles and responsibilities of the Institute for Diversity and Inclusion in Emergency Management (hereinafter “I-DIEM”) (“PARTNER A”) a Georgia, USA nonprofit organization with its principal place of business in Atlanta, GA, USA, represented by Chauncia Willis, Co-Founder and CEO; and INSERT ACADEMIC INSTITUTION (hereinafter “XX”) (“PARTNER B”), a (state), USA not-for-profit academic institution with its principal place of business in (city, state), USA, represented by (insert signatory name, position) collectively referred to as “the Partners”.

The Partners wish to work together and in compliance with the following causes:

II. GOALS

The partners agree to the following shared goals:

- A. To seek out opportunities for collaborative promotion and marketing around shared interests in the disaster response, emergency management, and humanitarian practice communities.
- B. Where appropriate, jointly seek or combine resources to support the research and professional development of emerging practitioners, scholars, and other subject matter experts from underrepresented backgrounds.
- C. Where appropriate, jointly seek or combine resources to encourage culturally competent applied and scholarly research in distressed and underrepresented communities.
- D. Collaborate to produce events, programs, educational outreach, and other public programs of common interest to forward the missions of the two organizations.

III. AREAS OF COLLABORATION

The organizations will collaborate around shared goals in forwarding the mission of I-DIEM, which is to increase the number of women and people of color pursuing education, certification, internship, and/or

employment within the emergency management, homeland security, and/or disaster services enterprise. This can include learning and building capacity, lessons learned and organizational knowledge, professional development initiatives, technology sharing, etc.

IV. ROLES AND RESPONSIBILITIES OF PARTNERS

PARTNER A bears responsibility for the execution of goals and areas of collaboration as detailed in this agreement, notwithstanding future modifications.

PARTNER B bears responsibility for the execution of goals and areas of collaboration as detailed in this agreement, notwithstanding future modifications.

V. PRINCIPAL CONTACTS

The Principal Contacts for each one of the organizations are:

[PARTNER A]: Institute for Diversity and Inclusion in Emergency Management

Name of Signatory: Chauncia Willis

Title: Co-Founder, I-DIEM

Address: 4827 Old National Hwy #1284, College Park, GA 30337

Signature: _____ **Date:** _____

[PARTNER B]:

Name of Signatory:

Title:

Address:

Signature: _____ **Date:** _____

Principal Contacts may be changed in writing from time to time by their respective Partners.

**Please email your institution's logo for inclusion on the I-DIEM website at Admin@i-diem.org*