



## **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](mailto:Admin@i-diem.org)*