



Ventana Wilderness Alliance

<insert year> Memorandum of Understanding (insert Community Partner name)

Community Partner will:	Youth in Wilderness (YiW) will:
<i>Before the trip...</i>	
<ul style="list-style-type: none"> • Furnish a refundable \$500 security deposit** before an backpacking trip date is confirmed. • Promptly confirm dates for (1) pre-trip workshop and (2) the backpacking trip with YiW Program Director (PD). • Facilitate student recruitment (<i>we require a minimum of 6</i>). • Arrange transportation for students to and from trailhead. • Distribute, recollect, and submit signed VWA Liability Waiver and Medical History forms for all participants by the start of the trip. • Provide at least 1 <i>able-bodied</i> adult chaperone. • Contact YiW PM with a final number of participants <i>at least 3 days before</i> start of trip. 	<ul style="list-style-type: none"> • Confirm dates for (1) pre-trip workshop and (2) backpacking trip with Community Partner. • Provide all required forms for participants. • Facilitate pre-trip workshop. • Facilitate trip planning. • Brief Community Partner on trip details.
<i>During the trip ...</i>	
<ul style="list-style-type: none"> • Provide transportation for the group (not including YiW FIs). • Defer to the judgment of YiW Field Instructors (FIs) on issues regarding group backpacking safety and itinerary. • Help ensure students' safety for duration of expedition (i.e. keeping lines of communication open with YiW FIs). • Address and resolve any disciplinary issues that may arise. 	<ul style="list-style-type: none"> • Supply essential backpacking gear. • Supply all group meals for the entirety of the trip. • Provide trip's Field Instructor team. • Ensure a safe and educational experience. • Encourage respect and appreciation for wilderness incorporating Leave No Trace conservation ethics.
<i>After the trip ...</i>	
<ul style="list-style-type: none"> • Distribute, recollect, and return completed post-trip student and teacher/chaperone Evaluations to YiW PD. 	<ul style="list-style-type: none"> • Furnish a refund of Community Partner's security deposit. • Provide a post-trip Evaluation form for students AND teachers/chaperones.

****Security Deposit/Cancellation Policy:** we require a security deposit in order to protect our program (provided at no cost) from last minute cancellations. Your security deposit is 100% refunded upon execution of the Expedition. However, we understand that cancellations are sometimes necessary due to extenuating circumstances. As such, your security deposit will also be **100% refunded** if you cancel 31 days or more prior to the date of your backpacking trip OR if the project was cancelled (at VWA's discretion) due to weather. **50% is refunded** if you cancel 16-30 days prior to the date of your trip. **IF you cancel 15 days or less** prior to the date of your Expedition, 100% of your security deposit will be used as a *donation* to help offset program execution costs.

Optional Donation: The VWA's Youth in Wilderness (YiW) program aims to provide transformative wilderness experiences at no cost to participants and their programs. Of course, these experiences would not be possible without gear, meals, transportation, insurance, first-aid certifications, extensive training and skilled leadership. In short, the program is delivered at great expense to the VWA and its funders. Once a backpacking trip has been requested and a date confirmed, YiW staff must promptly reserve trip leadership, prepare gear, reserve transportation and/or accommodations, and in many cases, deny other deserving partner organizations. ***For this reason, we cannot overemphasize the importance of our mutual commitment and reserve the right to deny future access to the program when we sense that this commitment has been taken lightly.*** Please also understand that the YiW program's target demographic is schools and students that might not otherwise have access to quality outdoor education or wilderness immersion experiences. To this end, we ask partner organizations with the means to do so to consider making a donation to offset the cost of delivering the program and enable less fortunate schools and students to participate.

Signature of Community Partner

Date

Signature of Youth in Wilderness Program Director

Date

Community Partner