

## SAMPLE OF MEMORANDUM OF UNDERSTANDING

Between:

**THE NATIONAL DEMOCRATIC INSTITUTE FOR INTERNATIONAL AFFAIRS (NDI)**

And

**THE NEW CROATIAN INITIATIVE (NHI)**

**Whereas:**

The National Democratic Institute (NDI) is committed to continue to work with political parties in Bosnia and Hercegovina (BiH) to support a multi-party system by assisting the political parties to strengthen their organizational capacity, develop a democratic platform, compete effectively in elections and continue to serve citizens' interests and needs in a democratic manner after the elections;

And **whereas,**

NDI wishes to work in partnership with the New Croatian Initiative (NHI) to conduct a joint program, which will enable NHI to compete in a multi-party system;

And **whereas,**

NDI is training a corps of young field organizers to work with political parties in BiH;

**NDI and the NHI hereby agree to the following terms:**

- I. the program will be conducted on a single-program basis (unless otherwise agreed);
- II. NDI and NHI will agree to a specific training program which will cover the basic elements of party organization according to priorities identified by NHI
- III. each element of training will include two phases: training and follow-up project work;
- IV. each training will be offered in regions to local branches agreed to by NHI and NDI;
- V. this agreement shall be in effect until December 1999;
- VI. NDI or NHI may cancel this agreement if one or the other organization does not fulfill the agreement.

**To carry out the program, NDI will:**

- develop a curriculum that covers the basic elements of party organization
- provide international trainers
- assign a field organizer, trained and paid by NDI, to work with local branch offices
- provide materials
- provide refreshments for participants of NDI sessions
- consult with participants on follow-up projects as needed
- consult with party headquarters to design a national training program
- maintain a confidential relationship with NHI and will not reveal any details about the party to anyone outside NDI.

**To carry out the program, NHI will:**

- select regional centres as targets for the program
- send a letter of support for the program to party branches which will participate in the program
- identify one contact person in the central party office to act as liaison with NDI
- identify one contact person in each regional centre to act as liaison with NDI
- cover any travel costs associated with bringing participants to training sessions, unless otherwise offered by NDI
- send one member of the central party office to one session on each different topic
- support the conduct of follow-up projects as needed
- notify NDI in advance of any public statement or discussion concerning the party's relationship with NDI.

Signed in the city of Sarajevo, Bosnia & Hercegovina \_\_\_\_\_, 1998

On behalf of the National Democratic Institute:

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**Francesca Binda, Director of Political Party Program**

On behalf of the New Croatian Initiative:

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**Kresmir Zubak, President**