



Memorandum of Understanding

Between

	and	
“the agency”		“the training provider”
	Address	
	City, St, Zip	

For Illinois Youth Investment Program (IYIP)

The partners listed above have agreed to enter into a collaborative agreement in which training will be provided by “the training provider” for “the agency” in this application; the partners herein desire to enter into a Memorandum of Understanding (MOU) setting for the services to be provided by the collaborative.

Purpose and Scope:

The Illinois Youth Investment Program (IYIP) provides an integrated approach to employment for youth and young adults, ages 16-24, through employment support services, job training, youth leadership development, social-emotional support, case management services, violence prevention and reduction, and immigration support. The partners will guide and mentor participants using education, job skills training, life skills development, and community service to help them become productive citizens.

All youth participating in IYIP will be connected to targeted long-term employment; take part in employment readiness activities that ensure they are prepared for employment, including pre- and post-assessment and other work readiness activities; and receive support services that may include transportation assistance and/or other expenses, social-emotional supports, life skills assessment and development, educational supports, career plan development, case management, and/or other services.

The primary long-term objective for youth enrolled in IYIP is to sustain unsubsidized employment in a targeted Illinois industry.

Roles and Responsibilities:

The partnering training provider agrees to provide a safe and affirming environment for each participant assigned to their training site. The partnering trainer will be given an outline of program requirements and will work with “the agency” to assist in meeting training program outcomes. Each program will provide all curricula and facilitate vocational or other workforce trainings for youth participants throughout the duration of this program.

The partnering trainer will provide weekly documentation (including signed timesheets) to the agency to verify hours attended in classroom / lab settings for each participant and any associated concerns.

The term of this MOU is for:

	through	
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May 2021 v1

and may be extended upon written mutual agreement. It shall be reviewed quarterly to ensure that it is fulfilling its purpose and to make necessary revisions. Either organization may terminate this MOU upon thirty (30) days written notice without penalties or liabilities. The signing of this MOU is not a formal undertaking. It implies that the signatories will strive to reach, to the best of their ability, the objectives stated in the MOU.

Commitment to Partnership:

We, the undersigned have read and agree with this MOU. On behalf of the organization I represent, I wish to sign this MOU and contribute to this program's further development.

Agency Representative Name		Title	
Signature		Date	
Provider Representative Name		Title	
Signature		Date	

Training Program Details

Name of Program			
Description			
Length in days or weeks			
Hours per day			
Credential earned			
Enrollment Type	Cohort		Open
Starting Dates			

The Agency will be responsible for:	The Provider will be responsible for:
•	•
•	•
•	•
•	•
•	•