



## Program Partnership Agreement

\_\_\_\_\_, a selected organization working cooperatively with HCWF, agrees to honor and abide by the following program partnership agreement:

1. Organization agrees to screen potential participants of your program based on criteria and possible qualifying conditions established by the HCWF.
2. Organization agrees to acknowledge the support of HCWF in program promotions (print articles, website, brochures, t-shirts, events, other fundraising efforts, etc.)
3. Organization agrees to provide HCWF with program evaluations and evidence of any measureable outcomes from the program. Organizations will keep participants' names confidential. These are due no later than six months after completion of program. Considerations when developing your program evaluations:
  - a. Method to track population served
  - b. Method to track success of program (how behavior changed, how much changed)
  - c. Impact for community in general
  - d. Information tracked to determine progress and success; measurement tools used
  - e. With the information you gather, what quantifiable measurements would constitute success? (e.g. If we reach 80 people, we will know that our project was a success or we will reach 20 more people than the 60 we currently serve.)
  - f. Ideas for participant evaluation questions: What did you learn? How were you inspired? What will you take away? How will you use information learned to improve your life? What did you like the most? What areas need improvement?

This agreement is initially valid for one (1) year; renewable for one year periods, on anniversary date of agreement.

Accepted, this the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Agency Representative Name (printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
HCWF Coordinator Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
HCWF Allocations Chairwoman Signature

\_\_\_\_\_  
Date

