

[Applicant Letterhead]

Sample Application Partnership Agreement

WHEREAS, **[Applicant X]**, **[Partner 1]** and **[Partner 2]** have come together to collaborate and to make an application for **[name of OVW Grant Program]** grant; and

WHEREAS, the partners listed below have agreed to enter into a collaborative agreement in which **[Applicant X]** will be the lead agency and named applicant and the other agencies will be partners in this application; and

WHEREAS, the partners herein desire to enter into a Memorandum of Understanding setting forth the services to be provided by the collaborative using information obtained during the planning year outlined in the FY 2022 ICJR Application; and

WHEREAS, the application prepared and approved by the collaborative through its partners is to be submitted to the Office on Violence Against Women on or before [application due date];

I) Partner Agency Information

- *For each member of the collaborative, provide some background on the agency or organization and its work regarding domestic violence, dating violence, sexual assault, and/or stalking.*
- *Clearly state the roles and responsibilities each organization or agency will assume to ensure the success of the proposed project.*
- *Describe the resources each partner will contribute to the project either through time, in-kind contribution or with the use of grant funds, e.g. office space, project staff, training.*
- *Identify the who will act as the site coordinator for the grant if awarded and the agency or organization they are employed by.*

1) **[Applicant X]** will provide [specify type of program/assistance/service] to victims of domestic violence, dating violence, sexual assault, and stalking including:

2) **[Partner 1]** will provide [specify type of program/assistance/service] to victims of domestic violence, dating violence, sexual assault, and stalking including:

3) **[Partner 2]** will provide [specify type of program/assistance/service] to victims of domestic violence, dating violence, sexual assault, and stalking including:

II) Timeline

The roles and responsibilities described above are contingent on **[Applicant X]** receiving funds requested for the project described in the OVW grant application. Responsibilities under this Application Partnership Agreement would coincide with the grant period, anticipated to be **[MM/DD/YYYY]** through **[MM/DD/YYYY]**.

III) Commitment to Partnership

1) The collaboration service area **includes [specify region in your state, tribe, territory, county, or multi-jurisdictional area]**.

2) The partners agree to collaborate and provide **[specify type of service/assistance]** to victims of **[specify crimes]** pursuant to the program narrative of the grant application attached to this agreement.

3) Compensation for [non-lead] partners' contribution to this project will be provided as outlined in the attached OVW budget detail worksheet.

4) We, the undersigned have read and agree with this Application Partnership Agreement. Further, we have reviewed the proposed project and approve it.

By _____

Lead Agency Authorized Official *(Should be the same individual who signed the Certification of Eligibility Letter if a State or Unit of Local government)*

Date _____

By _____

Required Partner *(For States or Units of Local Government, this is the victim services provider. For Victim Services providers or Coalitions, this is an official from the local unit of government, not prosecutors and/or law enforcement staff).*

Date _____

By _____

Director, Partner 2 *(Additional partners included in the budget of the application or considered critical to successfully implementing the goals and objectives of the proposed project.)*

Date _____