

Memorandum of Understanding

Between The Center for Children & Youth Justice, _____, and
_____ CSEC Training of Trainer Participant

1. Parties

This Memorandum of Understanding (“MOU”) is made between the Center for Children & Youth Justice (“CCYJ”), _____ (“Participant”) and _____ (“Employer”), collectively referred to as the “Parties.”

2. Purpose

The purpose of this MOU is to set forth what CCYJ will provide to the Participant as part of the Commercially Sexually Exploited Children Training of Trainers (“ToT”), what the Participant will provide to their community and/or region in exchange for registration and participation in the ToT, and the support the Employer will provide to Participant.

3. Overview and Partners

In partnership with King County Superior Court, Juvenile Division (“Court”), YouthCare, and the University of Washington (“UW”), CCYJ is convening the ToT on July 25 through 26, 2019 in Seattle, Washington. The funding for the ToT has been provided under a federal grant managed by the Court. The Court oversees all aspects of the grant, including the ToT. Under the grant, YouthCare is responsible for developing the curriculum for the ToT and training participants. UW is responsible for evaluation of trainings conducted by Participants subsequent to the ToT. CCYJ is responsible for outreach to potential participants, planning and coordination of all aspects of the ToT that is not related to curriculum, and ongoing support of participants after they complete the ToT.

4. Selection of Participants

You have been selected to participate in the ToT by the Court and YouthCare, in consultation with CCYJ, based on the following criteria:

- Completion of a CSEC training by a certified trainer;
- Involvement in efforts to build a coordinated, victim-centered response to commercially sexually exploited children;
- Direct service and/or first responder experience;
- Commitment to training local community;
- Ability to demonstrate that you can fulfill a training need in your community;
- Experience in training (generally, not necessarily with regard to CSEC);
- Demonstrated general knowledge base of CSEC; and
- Diversity (including but not limited to: geography, profession, language skills, and experience).

5. Obligations

a. CCYJ

CCYJ agrees to:

- i. Provide access to the ToT and all materials at no cost to the Participant;
- ii. Provide lodging for participants residing outside of King, Pierce, Thurston, or Snohomish Counties, for the nights of July 21, 22, 23, 24, and 25, 2019 (exceptions may be made on a case-by-case basis); and
- iii. Reimburse mileage costs (\$0.54 per mile) for travel to the ToT for Participants residing outside of King County or the cost of airfare at the discretion of CCYJ.

Note, CCYJ will not provide reimbursements for per diem costs. Employer is encouraged to contribute to these costs if necessary and where possible. For out of town participants, breakfast is included with lodging.

b. Participant

In exchange for registration in the ToT, Participant agrees to:

- i. Participate in the entire ToT on July 25 – 26, 2019 in Seattle, WA;
- ii. Upon completion of the ToT, facilitate at least three trainings, each a minimum of two hours in length, by July 26, 2020;
- iii. In facilitating trainings, use the curriculum as it has been designed – you may only change the curriculum with the permission of Leslie Briner or Nicholas Oakley;
- iv. In facilitating trainings, acknowledge and affirm that any youth engaged in a commercial sex act is exploited and entitled to a victim-centered response, including those youth without a third party exploiter, youth engaged in survival sex, boys, and lesbian, gay, bisexual, transgender, gender-variant, and/or queer youth;
- v. Not profit from trainings – Participant may charge for trainings to cover costs, but are encouraged to facilitate trainings for free whenever possible;
- vi. Use any funds provided CCYJ for trainings for their intended purpose;



- vii. Participate in the evaluation of any trainings conducted by Participant after completion of the ToT; and
- viii. Permit CCYJ to make Participants name, phone number, and email available to individuals seeking training in Participant’s community and available to organizations and agencies that compile lists of or serve as a clearinghouse for CSEC resources in Washington, including but not necessarily limited to the Office of Crime Victims Advocacy and the Washington State Attorney General’s Office. CCYJ will not sell or otherwise distribute for commercial purposes Participant’s name and contact information.

c. Employer

Employer agrees to support Participant in meeting his or her obligations under paragraph 5(b)(i)-(vii), including but not limited to permitting Participant to use work time to conduct a minimum of three trainings by July 26, 2019. Employer is also encouraged, but not required, to provide training space, copying, and use of supplies whenever possible.

6. Certificate of Completion

Upon successful completion of the ToT, Participant will be provided a Certificate of Completion.

7. Communication, Notices, and Contact Information

Laura Nagel is the key contact for CCYJ and unless otherwise noted, all communication should be directed toward him. The parties agree that effective communication is key to a successful partnership. Each party agrees to: provide regular updates to the other party on work under this MOU or information relevant to it and promptly respond to all requests for information from the other party. Communication and notices may be transmitted by email.

The following is the contact information for each party.

CCYJ	Participant	Employer
Laura Nagel	Name	Name of Director (or equivalent)
615 2 nd Ave, Ste 275 Seattle, WA 98104	Address	Address
206-696-7503 x23	Phone	Phone
LNagel@ccyj.org	Email	Email



8. Logistics

The ToT will be held on July 25 and 26, 2019 from 9-5pm.

It will be held at the following location:

King County Courthouse
516 3rd Ave
Seattle, WA 98104

Lodging for out of town participants will also be provided at the following location:

Radisson Hotel
18118 International Blvd
Seattle, WA 98188

Note that there will also be a three-day training held on July 22-24 2019 at King County Courthouse. As all participants will need to have undergone a one-day training for each Responding to the Sexual Exploitation and Trafficking of Youth, And Boys, Too, and Engaging and Serving Youth Using Motivational Interviewing with a certified trainer prior to attending the ToT, this training will help fulfill that requirement.

9. Entire Agreement

This MOU, consisting of four (4) pages, is executed by the parties signing below, who warrant that they have authority to execute this Agreement. When all parties have signed this document, a copy of the fully executed agreement shall be sent to all parties for their records.

_____ Date: _____
Rachel Sottile Logvin
President and CEO
Center for Children & Youth Justice

_____ Date: _____
Participant Name
Title
Agency

_____ Date: _____
Employer Director Name
Title
Agency