

Memorandum of Understanding
between
Out-of-School Time (OST) Program Supervisor or School Administrator
and
National Afterschool Matters Initiative

The National Institute on Out-of-School Time (NIOST) at the Wellesley Centers for Women at Wellesley College and The National Writing Project (NWP), with generous funding support from the Robert Bowne Foundation, launched the National Afterschool Matters Practitioner Fellowship in September 2008 in Philadelphia through the Philadelphia Writing Project and in the San Francisco Bay area through the Bay Area Writing Project. The Practitioner Fellowship is now also in Minneapolis, Seattle, Pittsburg and New Orleans.

The Practitioner Fellowship is a professional development and leadership initiative. Participants in the Fellowship are selected by application, and through a year-long process engage in activities that inform program/classroom quality and improve practice through reflection and inquiry.

Your staff member has applied for the Practitioner Fellowship. If accepted, the staff member must attend all Fellowship sessions beginning in September, 2011, attend a 2 day writing institute, and present their work at a facilitated conversation, i.e., a roundtable, in the Fall, 2012. Fellowship meetings and other activities will be held, when possible, before or after program/school time or on weekends. Fellows are strongly encouraged to present their work in the form of workshops to staff in your OST program/school or other OST programs/schools.

By signing below you indicate your support for your staff member's full participation in the National Afterschool Matters Initiative Practitioner Fellowship.

As the Agency/School representative and supervisor I agree that:

- If my staff member is selected for the Fellowship, my agency/school will support him/her in attending Fellowship Sessions and all other events as well as to support him/her in fulfilling obligations and responsibilities of the Fellowship.
- If my staff member is selected for Fellowship, my agency will create opportunities for her/him to present on their work in the Practitioner Fellowship to staff at our OST program/school or other OST programs/schools.
- If my staff member is selected for Fellowship, my agency/school understands that she/he will receive a \$500 stipend that will be used by the Fellow to cover her/his expenses incurred during the Fellowship.

Applicant Name: _____

Supervisor/Administrator Name and Title: _____

Signature: _____

Program: _____ Date: _____