

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into on 10th July, 2025

BETWEEN

Make a Difference - Cochin, a Society registered under the Travancore-Cochin Literary,
Scientific and Charitable Societies Registration Act

AND

Clara's College of Education,
Yari Rd, Sai Nagar, Versova, Andheri West, Mumbai, Maharashtra 400061

1. AGREEMENT & SCOPE OF WORK

Make A Difference also known as MAD, hereafter referred to as **Party A**.

Clara's College of Education, hereafter referred to as **Party B**.

Party A & Party B are committed to nurturing leaders of tomorrow through programs that incorporate volunteering and social action as tools of holistic development.

Party A & Party B agree to enter into an Agreement wherein MAD will execute a sourcing campaign for volunteering with Make A Difference and to also set up college hubs later over the year to contribute to volunteering. These volunteering opportunities will also upskill and help the students to progress well in their career paths.

2. ROLES & RESPONSIBILITIES

Deliverables for Make A Difference

- Party A will bring awareness about the causes we're working for to the students and how they can contribute.
- Party A will conduct presentations or workshops about the volunteering opportunities.
- Party A will be responsible for tracking and monitoring the volunteer's performance who will be a part of the college hub and will update the college about key highlights and achievements.
- Party A will provide a certificate of volunteering towards the end of every academic year in this collaboration of one academic year of volunteering to students.
- Party A will provide paid opportunities within MAD and letters of recommendation about opportunities in other sections.

Deliverables for Clara's College of Education

- Party B to support students to bring awareness to the social causes in their college campus
- Party B to support and encourage students to take up volunteering opportunities within and outside of Make A Difference.
- Party B to grant permissions for students to conduct presentations or workshops about volunteering opportunities and college hubs.
- Party B can collaborate with Make A Difference and also spread awareness in social media platforms to bring awareness to both the college and the NGO.

3. DURATION & TERMINATION

This MOU outlines the intention of MAD and the college to partner for an entire academic year.

This Agreement may be terminated in whole or in part by either party if:

- One or both parties voluntarily agrees to terminate the program with a minimum 14 days

notice.

- If there is a breach of MAD's Child Protection Policy or the college's POCSO related guidelines.
- In the event of breach of this MoU's terms and conditions, where the other party defaults in the performance of its obligations and, upon escalation, fails to resolve this within a one month time frame.

5. CHILD PROTECTION POLICY

Party A & Party B are both committed to the safety of every child. MAD, as a part of its existing programs, has a robust Child Protection Policy (CPP). Every MAD facilitator will be trained in the CPP of the organization. MAD will make available its CPP to the college. The College will ensure that MAD's CPP meets its standards and will either conduct training of its own with MAD's facilitators to bridge the gap or will provide materials to MAD to do the same.

6. DATA SHARING & PRIVACY

Party A & Party B agree on the importance of data privacy. The college will hold the copyright to all data shared with MAD. MAD will not, for marketing and promotional activities, refer to the college's data with other potential clients. No direct commercial gains or misuse will be allowed. MAD would require specific, written permission from the college for using data collected for purposes other than that which is listed in this MoU.

On the expiry of this Memorandum of Understanding (termination with 14 days notice), MAD will expunge all personally identifiable data. MAD may retain disaggregated data for the sole purpose of improving the performance of the program. Disaggregated data, for the purposes of this MoU, refers to data comprising non-personally identifiable information (non-PII) that cannot be used on its own to trace, or identify a person.

7. AUTHORIZED PERSONNEL

The personnel authorized to represent Party A and Party B for undertaking of any activities under this MoU are as under:

A. Akanksha Gupta, Community Organizer, Make A Difference

B. Dr Ratnaprabha Narayan Rajmane, Principal, Clara's College of Education

In the event of change of the authorized persons, both the parties shall intimate the other in writing, adding the same to the appendices of this MoU.

8. MISCELLANEOUS

This Memorandum of Understanding shall be executed in duplicate, both of which shall be deemed to be an original, and together shall constitute one and the same instrument.

This Memorandum of Understanding aims to outline the roles and responsibilities of each party. This MoU is subject to laws and regulations of the State of Maharashtra and the Republic of India.

SIGNED AND DELIVERED



Dr Ratnaprabha Narayan Rajmane

Principal

Clara's College of Education

PRINCIPAL

Clara's College of Education

Yari Road, Versova,

Andheri (W), Mumbai - 400061.



Akanksha Gupta

Community Organiser

Make A Difference