



Memorandum of Understanding (TEMPLATE)
Between
Delta State University and _____
Employee 900# _____

The memorandum of understanding serves to outline the roles and responsibilities in relation to the grant funded job title of _____.

This project is funded by _____ for the project period of _____ to _____ with the grant funds established in DSU's Fund # _____ this memorandum is in accordance with the grant agreement, and this position has been designated in the funder-approved grant budget.

The employee will be responsible for the following tasks/activities:

In consideration of this agreement, Delta State University agrees to compensate the employee in the amount of _____ per month beginning _____ and ending on _____.

Fringe benefits are budgeted in the grant separately at a rate of 33% or otherwise noted. If you have questions, contact the Office of Institutional Grants at 662-846-4804.

I hereby certify that I am not debarred, suspended, or otherwise excluded from or ineligible for participation with federal assistance or activities. I further certify that all entities who are in partnership with me (subcontractors, subrecipients, et al.) are not on the federal debarment list.

Employee

Date

Program Director

Date

Chair/Dean

Date

Director, Institutional Grants

Date

VP of Academic Affairs/Provost

Date

CFO and Vice-President for Finance & Administration

Date

***All salaries and job positions are contingent on continued grant funding.**