MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

MapAction

AND

CartONG

This Memorandum of Understanding (MoU) is entered into by and between MapAction, a non-governmental non-profit organisation, located at Douglas Court, 1-2 Seymour Business Park, Chinnor, Oxon, OX39 4HA, UK and CartONG, a non-profit organisation, located at 23, Boulevard du Musée, 73000 Chambéry, France (also hereinafter referred to individually as a "Party" and collectively as the "Parties").

I. Purpose & scope

This MoU is established between MapAction and CartONG to help each other in achieving our charitable purposes.

II. Background

MapAction exists to provide support to decision making and information management in humanitarian and similar situations anywhere in the world through the application of geospatially based methods and data analysis with the aim of preserving life and relieving poverty and suffering. Established in 2002 as an organisation providing geospatial analysis to inform humanitarian decision making for global responders like the UN’s Assessment and Coordination team, MapAction has extended its activities to work with international non-government organisations, multilateral organisations and national authorities, on preparedness, capacity building and training alongside immediate response in natural disaster and complex emergencies.

Created in 2006, CartONG is a French H2H NGO specialized in Information Management. Our goal is to put data at the service of humanitarian, development and social action projects. We are dedicated to improving the quality and accountability of field activities, in particular through better needs assessments and monitoring and evaluation. We act as a multidisciplinary resources and expertise center, accompanying our partners’ strategies and operations. Our staff and volunteers also support the community as a whole by producing documentation, building capacities and raising awareness on the technical, strategic and ethical challenges of digital technologies.
III. General principles of collaboration

Both parties share the objective to promote and improve the use of geographic information to strengthen decision making within humanitarian & international development operations. Both parties also share the objectives to harness the opportunities of new technologies to achieve this and to enable the humanitarian system to deliver more impact.

Our shared goals include:

- Getting high quality data products and services into the hands of humanitarian responders in a timely manner;
- Promoting the use of Geographic Information Systems and humanitarian information management within the sector to enhance decision making;
- Making capacity building, resources and tools openly available to all actors;
- Fostering collaborations between humanitarian agencies as well as specialized actors, including but not limited to global response tools such as the Assessment and Analysis cell, clusters and Inter-cluster Coordination groups, networks such as the START network and the Humanitarian2Humanitarian (H2H) network, working together in response and preparedness to improve the impact of responses;
- Encouraging responsible and inclusive practices regarding information management, in particular concerning the protection of personal data of population of concerns;
- Promoting the sharing of data and open data standards, in particular OpenStreetMap via the Missing Maps project collaboration and other means;
- Building data preparedness in areas with high disaster risk, and in particular supporting local actors in this endeavour.
- Learning from shared activities, and disseminating lessons more widely in the sector.

IV. MapAction’s commitment under this MoU

MapAction endeavours to support CartONG in the following ways:

- Work on joint projects as agreed, with full transparency, where both organisations can make a unique and meaningful difference.
- Deploy personnel (volunteers or transition team members) for disasters or emergencies at CartONG’s request when/where aligned with MapAction’s mission and MapAction and/or CartONG resources permit.
- Share knowledge and provide cross-training to CartONG staff/volunteers at MapAction headquarters or remotely where resources permit.
- Seek joint funding opportunities leveraging the collective strengths of MapAction and CartONG.
- Act as a proxy or fiscal agent for certain donors requiring registration in the UK where appropriate to do so.

V. CartONG’s commitment under this MoU

CartONG endeavours to support MapAction in the following ways:

- Work on joint projects as agreed, with full transparency, where both organisations can make a unique and meaningful difference.
- Second personnel (volunteers or staff) for technical support at MapAction’s request when/where aligned with CartONG’s mission and CartONG and/or MapAction resources permit.
- Share knowledge and provide cross-training to MapAction staff/volunteers at CartONG headquarters/remotely through webinars where resources permit.
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- Seek joint funding opportunities leveraging the collective strengths of CartONG and MapAction.
- Act as a proxy or fiscal agent for certain donors requiring registration in France and/or the European Union where appropriate to do so.

VI. Funding and operational management

- MapAction and CartONG will seek joint funding where appropriate together, either as joint bids, or as potential sub-contractees to one another.
- Funding opportunities will be discussed and agreed prior to the development and submission of proposals.
- Either party may determine at any time prior to the development of a proposal that it is not feasible to be part of a funding bid and may withdraw from the bid without prejudice.
- Specific agreements for each common Project will be defined in a dedicated Partnership contract, acknowledging any binding agreement with a donor that implicates the other party.
- The lead contract holder may charge an admin fee to the other party, on a case by case basis as agreed between the two parties.
- All final submissions and legally binding agreements will be shared with both parties in the interests of transparency prior to submission.
- Both parties will observe the compliance requirements of each donor, including Codes on safeguarding, conduct and data protection, as well as each parties' ethical standards.

VII. Communications

Both organizations commit to:

- Promote the partnership between MapAction and CartONG in all relevant communications materials and CartONG/MapAction websites.
- Cross-promote opportunities (jobs, training/webinars) to the CartONG and MapAction networks as applicable.

VIII. Entry into force, modification, and duration

- This MOU shall enter into force on the date of its signature by the duly authorized representatives of the Parties.
- This MOU may be amended by mutual consent of the Parties. The proposed amendment should be made in writing to the other Party and shall enter into force upon its acceptance in writing by the Parties.
- This MoU will be reviewed annually.
- This MoU includes no further legal or financial responsibilities by either party. The MoU can be cancelled by either party by simple notification in writing to the other Party.

For MapAction:
Liz Hughes, Chief Executive
Signed on April 2nd, 2020 in Chinnor

For CartONG:
Sandra Sudhoff, Technical Director
Signed on April 2nd, 2020 in Chambéry