



**Memorandum of Understanding  
Between  
The Ministry of Women of Dominican Republic  
And the Peace Corps**

On the one hand, **THE MINISTRY OF WOMEN, (MMUJER)**, created by virtue of Law 86-99, duly represented by its incumbent Mrs. **LIC. JANET ALTAGRACIA CAMILO HERNANDEZ**, Dominican, of legal age, lawyer, holder of the identity and electoral card No. 001-0066928-2, with address in the building where this Institution is housed, located in the Building of the Government Offices Prof. Juan Bosch, Block D, second floor, corner of Avenida México and 30 de Marzo, in this city of Santo Domingo de Guzmán, National District, capital of the Dominican Republic; who in the future and for the purposes and consequences of this agreement will be called "**THE MINISTRY OF WOMEN**" or by its full name; and

On the other hand, the **PEACE CORPS**, represented by its Director, **Lic. KRISTIN AMANDA KAPER**, American, holder with the American passport No. 821596505 through its office in the Dominican Republic ("Peace Corps / Dominican Republic"), Av. Bolivar 451, Gazcue, Santo Domingo, documents the understanding and intentions of the Participant regarding their collaboration to develop projects and activities in the sectors identified by the Ministry of Women with the assistance of the Peace Corps through the allocation of their Peace Corps Volunteers called "PCVs" or "Volunteers").

For all purposes and consequences of this Agreement when **THE MINISTRY OF WOMEN (MMUJER)** and **THE PEACE CORPS** are jointly designated shall be **BOTH PARTICIPANTS** or **THE PARTICIPANTS**.

**I. DURATION; PURPOSE OF MOU**

This MOU outlines the Participants' understanding and intention[s] regarding the roles and responsibilities of the **PEACE CORPS** and the **MINISTRY OF WOMEN (MMUJER)** through the

**DIRECTORATE OF PROVINCIAL AND MUNICIPAL OFFICES FOR WOMEN** in the design, promotion, implementation, evaluation and continuous support of the projects and activities related to Youth, Families and Community Development, Basic Education and Community Economic Development (and intends to foster ownership on the part of stakeholders so that the projects and activities are effective in addressing local and national priorities, and achieving sustainable results.)

Both Participants intend to participate in the projects and activities as outlined in this document and to carry out responsibilities as set forth in this MOU.

This MOU may be modified by the **PARTICIPANTS** in writing.

Reference is hereby made to the Agreement between the Government of the Dominican Republic and the Government of the United States regarding the **PEACE CORPS** Program signed in 1962.

Each Participant to this MOU is a separate and independent entity. As such, each retains its own identity in providing services and each is responsible for establishing its own policies and financing its own activities, other than as set forth herein. This MOU is not a legally binding commitment. Furthermore, this MOU does not create any employment, partnership, agency, joint venture or other similar legal relationship between **PEACE CORPS** and the **MINISTRY OF WOMEN (MMUJER)**, and neither the participants have the authority to bind or act on behalf of the other. The intended responsibilities of the **PARTICIPANTS** under this MOU should be subject to their respective authorities, regulations, policies, priorities, and the availability of funds. It is the **PARTICIPANTS'** intention that the PCVs at all times remain PCVs during any period of collaboration between the Participants. Any intended use of the **PARTICIPANTS'** respective official seals, emblems (logos) or names may be allowed only with prior written permission.

## II. VOLUNTEER SELECTION AND ORIENTATION

### A. Recruitment and Selection.

- The **PEACE CORPS** intends to recruit and select PCVs with the appropriate skills. Peace Corps' selection of PCVs for the project/activities should be made after screening for language and technical skills, professional references, suitability for service, and legal and medical evaluations.
- The **MINISTRY OF WOMEN (MMUJER)** intends to fully entrust recruitment and selection of the PCVs to the Peace Corps.

### B. Training.

- The **PEACE CORPS** intends to provide PCVs with a description of their duties and responsibilities ("Position Descriptions").
- The **PEACE CORPS** staff should endeavor to provide to PCVs a review of their benefits (including allowances, medical care and leave) and obligations



*[Handwritten signature]*

(including professional conduct, compliance with local laws and Peace Corps policies and procedures) as Volunteers; administrative, medical, and safety and security training; cross-cultural training, technical training, and core expectations regarding their Volunteer performances.

### III. VOLUNTEER ASSIGNMENTS

#### A. Site Selection.

- The **MINISTRY OF WOMEN (MMUJER)** should endeavor to assist the **PEACE CORPS** in identifying strong local communities and organizations that the Peace Corps may consider for placement. Such possible sites for assignment of a Volunteer should meet Peace Corps criteria for site identification and placement. These criteria may include, but are not limited to, the active engagement of the leadership in the community, the presence of a viable and consistently reliable support network for the Volunteers, and presence of community counterparts to willingly serve as work partners to the Volunteers.

Each community considered for Volunteer placement should also meet **PEACE CORPS'** site safety criteria. These criteria include, but are not limited to, the following:

1. Acceptance of foreigners, no recorded incidents with foreigners.
2. Low crime rate recorded by local authorities.
3. Taking into consideration local conditions, appropriate housing that protects the health and safety of the Volunteer, and is authorized by PC / DR is available.

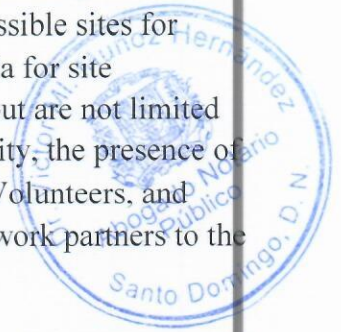
In each instance when a Volunteer may be assigned to a local community or organization, such community or organization should expect to complete a separate memorandum of understanding with the Peace Corps regarding such Volunteer assignment.

**B. Length of Assignment.** Volunteer assignments are normally for a period of twenty four (24) months

**C. Extension of Assignment.** Extensions of a Volunteer's service may be granted upon agreement of the organization or community or site where the Volunteer is placed, the Peace Corps, and the Volunteer and in accordance with Peace Corps policies and procedures.

#### D. Early Termination of Assignment.

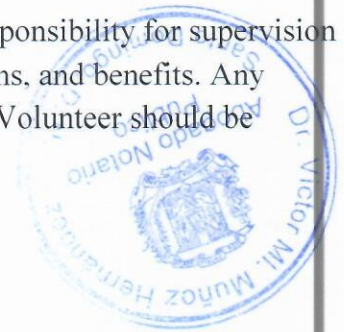
- Service in the **PEACE CORPS** is voluntary and a PCV may resign at any time. If a PCV is unable or chooses not to complete the assignment established by this MOU and resigns mid-service, standard Peace Corps policies apply.



- The **MINISTRY OF WOMEN (MMUJER)** understands that the Peace Corps is under no obligation to replace a PCV who resigns or whose service is discontinued. In addition, at its sole discretion, the Peace Corps may discontinue the service of a PCV in accordance with its policies.

**E. Supervision.**

- The **PEACE CORPS** Country Director and the local community or organization to which the Volunteer is assigned intend to share supervision of the PCV. Performance evaluation feedback to the Volunteer should be continuous and a collaborative effort between the local community work partner(s) and Peace Corps. Formal feedback should take place during scheduled site visits designed to measure progress and effectiveness of the Volunteer.
- The **PEACE CORPS** Country Director has primary responsibility for supervision of PCVs with respect to Peace Corps policies, regulations, and benefits. Any disciplinary or similar action to be taken regarding any Volunteer should be determined solely by the Peace Corps.



**IV. ROLES AND RESPONSIBILITIES**

**A. THE PEACE CORPS intends to:**

1. Provide Volunteers to assist in one or more of the sectors of Youth, Families and Community Development, Basic Education and Community Economic Development
2. Promote and execute activities in vulnerable communities.
3. Assign approximately 20 Volunteers between the different sectors each year to specific communities. Each volunteer will receive the name and contacts of the person in charge of the Women Provincial Office in the province and vice versa. The specific activities of each sector are annexed to this agreement under the title Description of Work by Sector: Youth, Families and Community Development, Basic Education and Community Economic Development
4. Engage, collaborate, coordinate and work with the Ministry to review, develop, and design projects and activities with a gender focus in the Youth, Families and Community Development, Basic Education and Community Economic Development sectors;
5. Maintain a continuous and open line of communication between the **PEACE CORPS** and the **MINISTRY OF WOMEN (MMUJER)** in relation to the comments and questions that arise from any of the Participants.
6. Provide the Ministry with opportunities, as appropriate, to engage with the Peace Corps by attending pre-service training to welcome new trainees, swearing-in

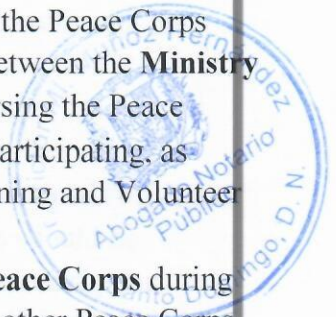
9. Authorize the provincial and municipal offices of the **MMUJER** to assign a person within the selected units to function as an institutional or counterpart liaison, as the case may be.
10. Orient the staff of the provincial and municipal offices about their responsibilities towards the volunteer, their integration in the community and support with the work.
11. Authorize the provincial / municipal offices to keep the Volunteers informed about the activities of the **MMUJER**.
12. Promote the **Peace Corps** by informing local communities of the Peace Corps program in the Dominican Republic about the collaboration between the **Ministry of Women (MMUJER)** and the **Peace Corps**, publicly endorsing the Peace Corps program and the work of the Volunteers, and actively participating, as appropriate, with the Peace Corps staff during pre-service training and Volunteer site visits;
13. Offer technical expertise and assistance as requested by the **Peace Corps** during mandatory Pre-Service Training and In-Service Training, and other Peace Corps workshops and events for Volunteers as requested by the Peace Corps;
14. Support the participation of assigned work partners to attend mandatory Peace Corps training or events as required; and
15. Provide the Peace Corps with any other support and assistance as requested by the Peace Corps in connection with the projects and activities developed pursuant to this MOU, or in connection with the Peace Corps' in-country program.

## V. VOLUNTEER SUPPORT

### A. The Peace Corps intends to provide:

1. A monthly living allowance, an initial settling-in allowance, leave allowance, and a readjustment allowance, as provided by the Peace Corps Act and applicable Peace Corps regulations;
2. All health-related and medical costs and services, including immunizations, primary and emergency care, medical evacuations, and, pursuant to the U.S. law, post-service benefits for injuries or illnesses incurred during Peace Corps service; and
3. All Peace Corps-related travel (e.g., initial airfare to country, return airfare to home-of-record, travel required by the Peace Corps) and security evacuation travel.

### B. The Ministry of Women (MMUJER) intends to provide:



Av. Máximo Gómez, esq. San Martín  
Santo Domingo, Dominican Republic  
Telephone: 809-685-3755  
E-mail:  
Contact: Lic. Angela Paulino Morales

Santo Domingo  
Dominican Republic  
Telephone: 809-685-4102  
E-mail: kkaper@peacecorps.gov  
Contact: Kristin Kaper

DONE AND SIGNED OF GOOD FAITH, in two (2) originals of the same tenor and effect, one for each of the PARTICIPANTS, in the city of Santo Domingo de Guzmán, National District, capital of the Dominican Republic, on the sixth (6<sup>th</sup>) day of September of the year two thousand and eighteen (2018).

For Ministry of Women (MMUJER)  
by its Authorized Representative:

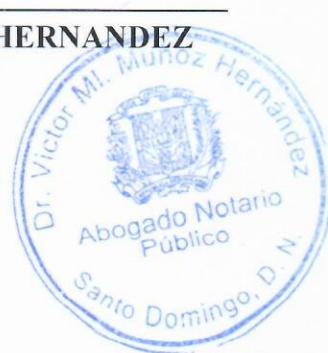
JANET CAMILO  
MINISTER OF WOMEN  
Date: SEPT 6, 2018

For the Peace Corps,  
by its Authorized Representative:

KRISTIN KAPER  
Peace Corps Country Director  
Date: SEPT 6, 2018

**Yo, DR. VICTOR MANUEL MUÑOZ HERNANDEZ**, Notario del número para el Distrito Nacional, miembro activo del Colegio Dominicano de Notarios, Colegiatura No. 1482. **CERTIFICO Y DOY FE**, que por ante mi comparecieron libre y voluntariamente, las señoras **JANET ALTAGRACIA CAMILO HERNANDEZ** y **KRISTIN AMANDA KAPER**, quienes me manifestaron bajo la fe del juramento que las firmas que anteceden fueron puestas por ellas y que son las mismas que ellas acostumbran a firmar tanto en sus vidas públicas como privada. En la ciudad de Santo Domingo, Distrito Nacional, Capital de la República Dominicana, a los seis (06) días de septiembre del año dos mil dieciocho (2018).

**DR. VICTOR MANUEL MUÑOZ HERNANDEZ**  
Notario Público



**VOLUNTEER JOB DESCRIPTION**  
**YOUTH, FAMILIES AND COMMUNITY DEVELOPMENT**

1. Coordinate and carry out an introductory visit to the Provincial / Municipal office during the first three months of their stay in the community to make the first contact and draw up an initial work plan:
2. Share information on the Provincial and Municipal offices and support the strengthening of contact between the community and MMUJER via the provincial offices.
3. Support MMUJER to promote new models of innovation and transformation in the communities where Volunteers work, with the creation of clubs of the Ministry of Women volunteers.
4. Support MMUJER in giving generic training to the volunteer members of the clubs, for example. their duties, the Volunteer Law 61-13, volunteer activities, leadership, and other presentations.
5. Follow up with the volunteer clubs in their community to:
  - Promote the activities and events proposed by MMUJER in the communities where Volunteers work,
  - Support the gender promotion and prevention of violence among youth through the formation of youth clubs focusing on leadership, self-esteem and positive identity, positive communication, conflict management and prevention, life skills, personal goals, and life plans.
  - Support the work of sensitization and orientation of mothers, fathers and adults about gender and violence prevention with talks, workshops, activities and socio-cultural initiatives.
  - Support in the dynamics of youth and adult empowerment with the promotion of voluntary service to promote peace, protect the environment and develop the community.
  - Strengthen the link between the local population and staff of educational centers, Community Technology Centers and other organizations in the development of activities to implement new ways to promote gender equality and reduce violence.

