



MEMORANDUM OF UNDERSTANDING

between The Turn-A-Frown Around (TAFE) Foundation, Inc. and _____

I. MISSION

TAFE recognizes that friendships promote health and wellness and add to improved quality of life, especially for those needing long term care. This organization recognized that this problem is too major, but the solution too simple, to ignore. TAFE's mission is to end loneliness, one Forever Friendship at a time.

II. TERMS OF AGREEMENT

TAFE agrees to:

1. Have individuals interested in becoming a Forever Friend to an individual at _____ fill out a volunteer application and submit it to their Smile Station Coordinator.
2. Have the Smile Station Coordinator review the application and contact _____ to schedule an orientation and training.
3. Advise potential Forever Friends that they must attend a training and orientation, follow all rules of _____, commit to at least 20 minutes of in-person and/or phone visitation a week, keep a simple visitation log to share with Smile Station Coordinators, and HAVE FUN!

_____ agrees to:

1. Conduct trainings/orientations for potential Forever Friends.
2. Conduct background checks/interviews of Forever Friends if required.
3. Keep a log-in sheet at the front desk for Forever Friends to log their visits.
4. Contact the Smile Station Coordinator with any questions and concerns as needed.
5. Maintain correspondence with TAFE via emails, phone, and satisfaction surveys as requested.

This voluntary agreement will stay in effect until terminated by either party within a 30 day notice to the other party.

Signature: _____ **Date:** _____

Signature: _____ **Date:** _____

The Turn-A-Frown Around (TAFE) Foundation, Inc.
