



Academic Memorandum of Agreement/Memorandum of Understanding Evaluation Report

Use this form to evaluate a University of New Orleans memorandum of agreement or memorandum of understanding. The document should be evaluated prior to the termination date (or renewal). An agreement shall not be renewed without a signed evaluation.

PARTICIPANTS: Must include one participant per entity (add as necessary).

Participant:
Entity:

Participant:
Entity:

PROCESS DESCRIPTION: (check all that apply)

- Discussion
- Interview
- Focus Group
- Review of outcomes resulting from activities

FINDINGS:

Strengths: (List key positive attributes and outcomes associated with agreement)

Needs: (List key issues that should be addressed through new or revised activities)

RECOMMENDATION:

- Extend/Renew/Continue Agreement
- Discontinue Agreement

SIGNATURES: (needed from each entity included in the agreement)

SIGNATURE/DATE: _____

SIGNATURE/DATE: _____