

Northeast Advanced Manufacturing Consortium Memorandum of Understanding

I. Purpose

This Memorandum of Understanding outlines the agreement between the Workforce Investment Board members of the Northeast Advanced Manufacturing Consortium consisting of Greater Lowell, Merrimack Valley, Metro North REB (Regional Employment Board) and the North Shore WIB. The Consortium led by the regional Workforce Investment Boards will work as a collaborative to bring employers, training vendors, institutions of education, workforce development agencies, and others together to coordinate and develop strategies and activities to strengthen the advanced manufacturing industry sector in Northeast Massachusetts resulting in increased job creation, new business development, and prolonged economic growth.

II. Term

This agreement shall be effective from the date of final approval by the partners. There is no end date. The MOU will be terminated upon the full written agreement of the Greater Lowell, Merrimack Valley, Metro North REB and the North Shore Workforce Investment Boards.

III. Roles and Responsibilities of Partners

Each WIB agrees to:

- Convene all meetings and partners, with each Board taking the lead on a rotating basis to implement quarterly regional meetings, i.e. securing meeting site, inviting partners, developing agenda, meeting minutes, etc. This will be pre agreed upon and completed in a timely fashion with each member disseminating pertinent information to the entire Consortium membership.
- Continually participate in activities that will develop, grow, and promote the Consortium in their respective regions, i.e. engaging regional employers; marketing partnership and industry to local economic development agencies, and elected local, state, and federal officials; engage appropriate training vendors and institutions of education on partnership membership; etc.
- Create relevant subcommittees and assign members of Consortium.
- Communicate with WIB team relevant to regional initiatives and projects particularly concerning grant funding
- Create a system of shared cross WIB/REB staffing when necessary to avoid duplication of services and administrative costs. Example: Various WIB staff completing necessary research for labor market information pertinent to advanced manufacturing in the

Northeast Region. Creation of a region wide marketing brochure. Grant writing and research completed on behalf of the Consortium. This will be decided as the Consortium progresses towards its mission and goals.

- When applying for a grant, decide as a group which WIB will be the lead fiscal agent (per grant) for the particular project. The lead WIB shall be responsible for contract obligations with the funder, with all other WIB's providing support as needed and mutually agreed upon.
- Communicate regularly via email, phone or in person meeting.

IV. Signatures



1/8/2012

**Ralph Abislaiman, Executive Director
Merrimack Valley Workforce Investment Board**

Dated



1/8/2012

**Linda Bass, Executive Director
Metro North Regional Employment Board**

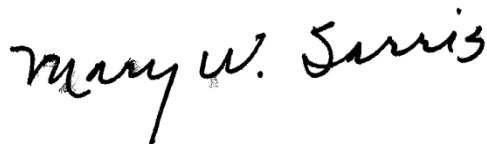
Date



1/8/2012

**Barbara O'Neil, Director
Greater Lowell Workforce Investment Board**

Date



1/8/2012

**Mary Sarris, Executive Director
North Shore Workforce Investment Board**

Date