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## MEMORANDUM OF UNDERSTANDING – Solar on Schools:

This Memorandum of Understanding (MOU) is designed to establish a mutual understanding and detail the terms of participation for \_\_\_\_\_ (Grantee) to participate in and receive a grant from the Couillard Solar Foundation’s Solar on Schools initiative being administered by the Midwest Renewable Energy Association (MREA).

The Couillard Solar Foundation (CSF) strives to promote the expansion of solar energy in the great state of Wisconsin. The foundation partners with Wisconsin local non-profits to create innovative programs to support renewable energy because when Wisconsin goes solar, we all benefit. CSF is a 501(c)(3) non-profit organization. The foundation aims to spread the message that solar energy is not only green environmentally, but financially as well.

The Midwest Renewable Energy Association (MREA) is a 501(c)(3) non-profit organization. Together with partners around the Midwest, we work to expand renewable energy adoption through innovative programs, renewable energy training, and educational events. The MREA promotes renewable energy, energy efficiency, and sustainable living through education and demonstration.

The Solar on Schools initiative fosters the expansion of solar power among schools in Wisconsin, issuing grants and providing support for schools to install solar arrays on their facilities.

**This MOU outlines the terms and details of program assistance from the MREA and the in-kind solar PV module donation from the CSF.**

**Grantee Name:** \_\_\_\_\_

**Grantee Primary Contact:** \_\_\_\_\_

**Grantee Address:** \_\_\_\_\_

**Grantee Phone:** \_\_\_\_\_

**Grantee Email:** \_\_\_\_\_

As part of receiving this Solar on Schools grant, MREA and (Grantee) will work together, as defined below, to publicly highlight the installation of the solar array to spread the word and educate Wisconsin about the benefits of solar.

### **Commitment by MREA**

As part of this initiative, MREA will:

1. Reserve and hold, the grant for \_\_\_ modules, totaling \_\_\_ kW DC until \_\_\_\_\_ [date].
2. Guarantee that modules referenced in (1) will be new modules (not recycled or reused) that have valid factory (manufacturer and/or performance) warranties and tested to IEC/UL 61730 - The New Harmonized Standard for Safety USA and International Access in One Standard. Module warranties will be honored by the manufacturer and organized directly through the [Couillard Solar Foundation](#).
3. Guarantee, unless extenuating circumstances arise, that modules referenced in (1) – (2) will be [Philadelphia Solar 370w](#) or [ZnShine Solar 445w](#) bifacial modules.
4. If circumstances arise where a change order becomes necessary on above (3), MREA will make every effort to give distantly advanced notice to grantee and will provide equal or comparable modules to grantee meeting (1)-(2) commitments.
5. Guarantee module shipping or pickup location from the CSF warehouse in Deerfield, WI. If shipped, modules will be sent direct to the installation site once construction begins. Shipping is to be organized and paid for solely by installer; modules can be loaded free of charge at the Deerfield warehouse location. See full [grant instructions](#).
6. Provide support and guidance as needed to the grantee throughout the fundraising, project development, and/or installation process.
7. Make a good faith effort to attend, help publicize, and help coordinate any solar education sessions, dedication ceremonies, or other related events hosted by Grantee.

### **Commitment by Grantee**

As part of this initiative, Grantee will:

1. Provide all time and resources needed to install a \_\_\_ kW DC PV system, including collaborating with and overseeing contractors, providing materials and documentation and any other needed administration.
2. Use this grant exclusively for its solar project (i.e. for no other project/purpose).
3. Complete installation of the solar project within 12 months.
4. If grantee does not install the solar array within 12 months, they understand that MREA will cancel the grant reservation and make the funds available to other grantees, unless another mutually agreed solution is reached.
5. Communicate regularly with MREA throughout the project process, making available to MREA to share in promotional materials, at minimum, the following: project updates, key milestones, commissioning, timeline, and project photographs.
6. Grantee will coordinate with MREA to develop a project case study to include at minimum: system photos, system technical details, key milestones and timelines of the project, and a quote from the school about the project.

7. Within 6 months of project completion, grantee will host a ribbon cutting/other ceremony, and/or send press releases publicly highlighting (at minimum) the project, the benefits of solar for your school, and the Solar on Schools grant through the MREA. These are encouraged to be coordinated with the MREA Solar on Schools program.
8. By signing this MOU, Grantee certifies that it is eligible to participate in this program as a Wisconsin school in good financial standing to make this investment and with authority to make this decision.

This MOU does not constitute a contract detailing service delivery and terms to be signed between the grantee and its solar contractor. Any contract(s) signed between grantee and its chosen installation contractor(s) will be exclusively between the two parties; MREA is not responsible for those contract(s) and will not be a party to those contract(s).

No rights, responsibilities or liabilities will be assigned to MREA through this program or grantee’s pursuit of a solar array. Grantee will release and hold harmless MREA and its affiliates, officers, agents and employees from any claims, damages, expenses and obligations arising from this program or any circumstances related to its facility or its pursuit of a solar array.

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 Signature    Date

Amanda Schienebeck  
 Program Manager  
 Midwest Renewable Energy Association  
 608-217-3281  
[amandas@midwestrenew.org](mailto:amandas@midwestrenew.org)

\_\_\_\_\_  
 Signature    Date

Representative Name  
 Title  
 Organization  
 Phone  
 Email