



NewtonSERVES Project Partner Agreement

As a Project Partner, your organization agrees to:

1. Ensure that the work is consistent with the information on the Project Application.
2. Communicate with the NewtonSERVES representative about any risks inherent in or any significant changes in the project.
3. Provide needed materials and supplies.
4. Pick up or arrange the pick up of any City-provided supplies.
5. Have an on-site person on the day of the event who has a charged cell phone on hand.
6. Explain the importance of the Project to the volunteers.
7. Have blank consent forms on hand and insure that all volunteers who report directly to your site sign the form.
8. Direct and supervise volunteers assigned to the Project site, including but not limited to reviewing Project details, providing the necessary materials and tools, answering questions, demonstrating how work should be done if necessary, and providing any other required guidance.
9. Provide a safe environment for the volunteers.
10. Attend or send a representative to the NewtonSERVES project leader meeting
11. Thank the volunteers for their effort and service.

By signing this Agreement, the Project Partner agrees to RELEASE and INDEMNIFY the City of Newton and NewtonSERVES, and any of its directors, officers, employees, agents, or volunteers from any action, claim, damage, cost, loss or expenses of any kind incurred in connection with or arising out of any accident or injury to person or property which may occur during the NewtonSERVES community service Project. By signing this Agreement, the Project Partner further agrees to abide by the rules for participation set out in this Agreement. The person signing this Agreement on behalf of the Project Partner represents that he/she is duly authorized to so act.

Please return this form:

Scan and email: NewtonSERVES@newtoncommunitypride.org, or,

Mail: Newton Community Pride, Newton City Hall
 1000 Commonwealth Avenue
 Newton, MA 02459
 Attention: NewtonSERVES

Project Partner's Organization Name: _____

Project's Name: _____

Project Partner Leader Name: _____ Title/Position: _____

Cell Phone: _____ Email: _____

Project Partner Leader Signature: _____ Date: _____

Received date: _____

For more information email NewtonSERVES@newtoncommunitypride.org or call 617-796-1540