

CIVIL AIR PATROL CADETS AT SCHOOL PROGRAM

MEMORANDUM OF UNDERSTANDING

A. Purpose. This document is a Memorandum of Understanding between Civil Air Patrol and

A. Partnership Status

New partnership with CAP

Renewal of existing partnership

B. Basic Information About the School

School name	Campus address
Name of school administrator authorizing program	School telephone
	School email
School grades to be served	
If the squadron does not serve all grades on campus, please explain	School ownership
Student body	School's cadet enrollment policy

C. Squadron Information

Charter Number	Squadron Name
Squadron Commander Name	Squadron Commander CAPID
School acknowledges that squadron commander appointment is subject to concurrence of CAP and the school.	<input type="checkbox"/> Yes <input type="checkbox"/> No

D. Senior Mentor *(mandatory only for new school partnerships)*

Senior Mentor Name	Senior Mentor CAPID
Email	Telephone

How frequently will the senior mentor visit and confer with the squadron? Please explain the plan.

E. Program Requirements

The school agrees to allow the CAP squadron to operate per CAP's nondiscrimination policy, which reads in part:

It is CAP policy that no member shall be excluded from participation in, denied the benefits of, or subjected to discrimination with respect to accessibility to any CAP program or activity on the basis of race, color, sex, age, religion (creed), national origin (ancestry), sexual orientation, gender identity or expression, disability (formerly handicap), marital status, military or veteran status. However, each case is subject to applicable qualifications and ability standards for the CAP program or activity concerned. Further, it is Civil Air Patrol policy that no applicant meeting CAP's minimum age requirement will be denied membership in CAP on the basis of any of the foregoing characteristics. (Ref: CAP Regulation 36-1, *CAP Nondiscrimination Program.*)

Yes No

School acknowledges that all students enrolling in CAP will do so voluntarily; no student will be assigned to the CAP squadron as a disciplinary measure.	Yes	No	School acknowledges its administration has read and understands CAP Regulation 60-3, Cadets at School Program, and acknowledges it as the program's main governing document	Yes	No
School acknowledges that CAP cadets are never under any obligation to join the military.	Yes	No	School acknowledges CAP's membership eligibility requirements	Yes	No
School acknowledges that CAP is a private, non-profit corporation, chartered by the U.S. Congress, but is not ordinarily an instrumentality of the U.S. Air Force or the Federal government.				Yes	No

E. Operating Plan

What operating model will the school use?	Afterschool club	Elective class during school day
What are the squadron meeting days and times?		
Will the squadron operate year-round?	How often will cadets wear uniforms on-campus?	
Yes		
No		

The school may require cadets to maintain certain standards of academic performance to remain active in CAP, so long as the rule is similar to what the school demands of sports and clubs. Briefly describe the academic eligibility requirements, if any.

What is the squadron's plans for outfitting new cadets with uniforms?

What are the squadron's plans for "Special" activities, beyond unit meetings?

What are the squadron's plans for "summer" activities?

What are the squadron's plans for cadet flying?

What are the squadron's plans for overnight activities?

E. Business Matters

How will the squadron's finances be managed?

Does the squadron need CAP to provide a vehicle(s)?

Who is the school's liability insurance carrier?

Who is CAP's liability insurance carrier?

School acknowledges that either party may dissolve this MOU upon written notification to the other party with 60-days' notice.	Yes	No
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F. Roles & Responsibilities

To enable the cadet squadron to flourish on campus, CAP will provide the following:

- Comprehensive curriculum for all thematic areas (leadership, aerospace, fitness, and character)
- Program rules governing cadet progression, program content, awards criteria, and similar matters via CAP Regulations.
- Adult professional development training via the Training Leaders of Cadets courses, Cadet Programs Officer Specialty Track, Cadet Protection, and various optional webinars and conferences
- Coaching for the squadron's first two years (at a minimum)
- Curry Uniform Voucher program
- New Cadet Kit program
- Stem Kits (at least 2 to start)

- Web-based system for tracking cadet progression (eServices)
- Access to summer encampments, weekend programming, career exploration academies
- Access to need-based tuition assistance for summer programs
- Screen and train CAP adults who come into contact with students (summer programs)

The school acknowledges the items above. Yes No

To enable the cadets and their squadron to flourish on campus, the school will provide the following:

- Classroom / activity space at no cost
- At least one faculty / staff employee on squadron leadership team
- A second adult leader (faculty, staff, community volunteer)
- Stipends (if any)
- Opportunity for the squadron to recruit new students / cadets
- Opportunity for squadron to contribute to student life on campus (color guard, honor guard)

The school acknowledges the items above. Yes No

To enable the cadets and their squadron to flourish on campus, the school or cadets' families will provide the following:

- Annual membership fee (bulk payment available)
- Uniforms
- Rank insignia, achievement ribbons, awards
- Tuition for summer programs and special weekend activities

The school acknowledges the items above. Yes No

G. Aerospace Education Programs *(optional)*

Is the school interested in having classroom teachers not associated with the squadron to receive curriculum tools and supplies through CAP's Aerospace Education Member program?

Yes No

Is the school interested in establishing an Aerospace Connections in Education (ACE) program on campus for K-6 classrooms?

Yes No

H. Term of this Memorandum of Understanding

This Memorandum of Understanding takes effect on _____ and continues to remain in effect until _____.

I. ENDORSEMENTS

FOR APPROVAL:

FOR APPROVAL:

Signature Date

Signature Date

TO ACKNOWLEDGE:

TO ACKNOWLEDGE:

Signature Date

Signature Date