

Letter of Intent for Cooperation (LOIC)
Between
The Chinese Program of Western Washington University, WA, USA
And
The Confucius Institute of the State of Washington, WA, USA

ARTICLE I. PARTIES AND PURPOSE

The Confucius Institute of the State of Washington (CIWA), a non-profit educational initiative created under the partnership between the Confucius Institute Headquarters in China (Hanban), the University of Washington, and Seattle Public Schools located in Seattle, WA, USA, and the Chinese Program, Western Washington University (CP-WWU), a public university of the State of Washington located in Bellingham, WA., USA, enter into this Letter of Intent for Cooperation (LOIC) to facilitate opportunities for program collaboration and activities of basic and applied research, education and training, and economic development of interest to both parties.

Subject to the availability of funding, CIWA and CP-WWU will cooperate in effort to establish and conduct mutually agreed upon cooperative and collaborative projects, programs, and/or activities, which will enhance the programs of each. Both parties agree to exercise reasonable effort to develop the following general forms of cooperation:

1. Establish ties of friendship and cooperation;
2. Seek resources that serve and facilitate the teaching of and research on Chinese language and culture;
3. Promote potential opportunities for the wider community to learn Chinese language and culture.

CIWA will:

1. Help CP-WWU to identify and apply for teaching and learning resources, including Chinese books, references, audio/visual materials published in the catalog of Confucius Institute headquarters (Hanban) and resources otherwise promoted through CIWA;
2. Assist CP-WWU with budget proposals and seek financial support from the Hanban for specific Chinese programs/projects to be undertaken by CP-WWU; provide updates about the status of their funding applications; and, upon receipt of an invoice from CP-WWU, reimburse ___ within one month for agreed to expenditures related to CIWA/CP-WWU joint activities;
3. Assist CP-WWU, as requested, to apply for Hanban-sponsored Chinese instructor(s) to teach Chinese courses at CP-WWU;
4. Provide resources and guidelines for the students of CP-WWU to attend the HSK Test (Chinese proficiency test) at the University of Washington, in Seattle or, as appropriate, establish alternative test sites at other university and college campuses in the State of Washington;
5. Provide the students of CP-WWU with information about the Hanban-funded scholarship programs including the Confucius Institute Scholarship and the New China Studies Plan and assist them in applying for such scholarship opportunities;
6. Provide faculty and staff of CP-WWU with guidance about Hanban-funded opportunities for research and academic conferences in China; and assist them in applying for such funds;
7. Provide Hanban-funded cultural performances on the occasions of Chinese New Year and/or International Confucius Institute Day, in accordance with Hanban's availabilities.

CP-WWU will:

1. Identify at least 50% cost-share/matching funds for CIWA sponsored programs from non-Hanban sources. The cost share may include the cash funding provided by the program host departments, and/or teaching and learning resources available on campus, space for the events and necessary administration to support the jointly developed Chinese language and culture programs/projects;
2. Maintain regular communication with CIWA including:
 - a. Submitting written event reports and invoices with original receipts to CIWA after each event or each quarter for the program/project that has been complete as requested;
 - b. Submitting an annual budget proposal by the end of each year for CIWA's review and submission to Hanban;
 - c. Providing updates on personnel changes that relate to the collaboration described in this LOIC;
3. Provide visa application documents and assistance when a Hanban-sponsored Chinese instructor is requested; provide teaching venue(s), necessary office conditions and appropriate funding for the teacher's professional development opportunities (including support for at least one domestic conference travel a year); provide to the Hanban sponsored Chinese instructor the same rights and protections afforded to any other Visiting Faculty to CP-WWU;
4. Promote the Chinese Proficiency Tests (HSK & HSKK) on WWU's campus, and provide necessary resources, including space and computers with internet access and headphones required to administer the HSK test on-campus;
5. Provide necessary assistance to CP-WWU students to apply for Hanban scholarship opportunities published through CIWA.

Specific details of any further cooperative/collaborative activities to be conducted, including cooperation with third parties and allocation of support and resources, shall be set forth and agreed upon in separate contract(s) between the parties.

ARTICLE II. COOPERATION WITH THIRD PARTIES

Since other universities, institutes, centers and organizations may have capabilities and conduct activities which will benefit and support this collaboration, CIWA and CP-WWU may identify other parties for joint participation in mutually agreed upon projects and activities.

ARTICLE III. DURATION, TERMINATION

The parties shall cooperate under this LOIC for a period of two (2) year from the date of last signature. At the end of its effective period, this LOIC may be renewed by the mutual written consent of the parties. Any modification to this LOIC shall be made in writing and require the approval of the authorized signatory of WWU and the authorized signatory of Confucius Institute of the State of Washington, or their designees.

Either party can terminate this LOIC for any reason upon 90 days prior written notice to the other party.

ARTICLE IV. NON-BINDING NATURE

This LOIC is intended only to set forth the general understanding of the parties with respect to the subject matter herein, and does not, and is not intended to, contractually bind the parties.

CIWA and CP-WWU are the only parties to this MOU. This MOU neither implies nor creates any financial obligations on the part of the University of Washington.

ARTICLE V. RESOLUTION OF DISPUTES

In the event that a dispute arises under this LOIC, the parties shall make every effort to resolve it themselves. Should the parties enter future contracts contemplated by this LOIC, such contracts will contain a detailed resolution process.

ARTICLE VI. CONTACT PERSONS

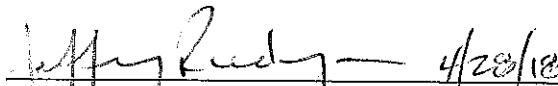
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ARTICLE VII. SIGNATURES

Confucius Institute of the State of Washington

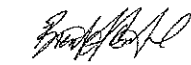
Approved by:


Jeffrey Riedinger, J.D., PhD
Director, CIWA
Vice Provost for Global Affairs, Univ. of Washington

Date

Western Washington University

Approved by:


Brent Carbajal, PhD
Provost/Vice President Academic Affairs

4/3/18