

MEMORANDUM OF UNDERSTANDING

BETWEEN

COLLINS CENTER AND BRIDGEWATER COLLEGE

This Memorandum of Understanding (MOU) is entered into by the Collins Center and Bridgewater College, hereinafter "BC". The MOU formalizes the commitment of the parties to work together to provide trauma-informed services to student and employee victims of sexual assault and to strengthen the overall response to sexual assault. The parties share the goal of preventing sexual assault on campus and in the community, and responding appropriately to students and employees who have been victimized.

I. Description of Partner Agencies

The Collins Center is a nonprofit, community-based organization dedicated to the elimination of sexual violence in all its forms. The Collins Center serves the City of Harrisonburg and Rockingham County and provides confidential services including a 24-hour hotline, a Children's Advocacy Center, trauma-informed therapeutic services, medical and legal advocacy, and community education. The Collins Center provides direct services to over 500 individuals annually, and reaches over 3000 community members each year through community education and prevention programs.

Bridgewater College was founded in 1880 and serves approximately 1,800 students. Its mission is to educate the whole person by providing a challenging and supportive learning community that fosters the growth of its students and empowers and motivates them to live educated, intelligent, healthy, purposeful and ethical lives in a global society.

II. History of Previous Collaboration

BC and the Collins Center have collaborated for over 10 years on programs to prevent sexual violence on campus. This MOU builds on the previous collaboration to provide services to victims and training to school officials.

III. Role of the Collins Center

The Collins Center agrees to:

- a) Designate a point of contact for the college regarding services described in this MOU. At the time of signing of this document, the Collins Center point of contact is:
Jackie Hieber, Administrative and Prevention Coordinator
jackie@collinscenter.org; (540) 432-6430
- b) Make 24-hour rape crisis hotline services available to students and employees of the college.
- c) Provide confidential crisis intervention, information and referral, and criminal and medical accompaniment services in Harrisonburg and Rockingham County to BC students and employees, as appropriate. Upon request, the Collins Center may

also provide counseling services or facilitate a referral to an appropriate provider. Services, fees, and accessibility are dependent on funding availability and agency capacity. In the case that grant funding does not apply to services rendered, a fee schedule is outlined in the attached Compensation Agreement.

- d) Provide students and employees of the college with information about how to report a crime to local law enforcement and offer to assist students and employees with the criminal reporting process. For information about filing a complaint with the college or the college's adjudication process, students and employees will be referred to the college's Title IX Coordinator.
- e) Conduct victim satisfaction surveys or use other methods to assess the effectiveness of the Center's services provided to students and employees.
- f) Be available to the school's Title IX Coordinator or designee to share information about: the needs of victims, trends in sexual assault services provided, additional services that are needed by students and employees, and the effectiveness of the school's sexual assault prevention and response program.
- g) Provide a two hour training to BC health care and student services staff, officials involved in student conduct proceedings, and campus law enforcement on the incidence and prevalence of sexual assault, myths about sexual assault, the physical and emotional effects of sexual assault on victims, the neurobiology of trauma, and appropriate methods for interviewing and communicating with victims. The Collins Center will provide this training for a fee of \$1,000.
- h) Upon request, consult with the college on the development and provision of prevention programming and training to faculty, students, and school officials. The Collins Center can provide prevention programming for a fee of \$500 per presentation (approximately 1-2 hours in length).
- i) Invite the college to the Harrisonburg/Rockingham County Sexual Assault Response Team (SART) meetings or other coordinated team efforts.

IV. Role of Bridgewater College

Bridgewater College agrees to:

- a) Identify a central point of contact for the Collins Center staff to facilitate referrals for confidential services. At the time of signing, this point of contact is:

Randy Hook, Director of Counseling Services
rhook@bridgewater.edu; (540) 828-5358

- b) Provide training to the Collins Center staff about: on-campus resources that are available to student and employee victims of sexual assault; the federal and state requirements for colleges in responding to sexual assault; reporting procedures for victims who wish to file a report with campus law enforcement and/or a complaint with college officials; the student code of conduct and disciplinary process; and the educational accommodations that can be provided to victims of sexual assault.
- c) Provide printed and online materials about reporting options for students and employees, including information about how to file a complaint with the college and how to report a crime to campus or local law enforcement.

- d) Provide the Collins Center with resource packets to disburse to BC students or employees receiving services from the Collins Center. These packets may include information described above in “c” or any other information the college deems relevant.
- e) Inform the Collins Center about the reporting obligations of school employees and identify those school employees with whom students can speak confidentially (and any exceptions to confidentiality). At the time of signing, these employees include:
 - Randy Hook, Counselor – 540-828-5358; rhook@bridgewater.edu
 - Amy Ghaemmaghami, Counselor – 540-828-5379; aghaemma@bridgewater.edu
 - Paige French, Nurse Practitioner – 540-828-5384; pfrench@bridgewater.edu
 - Linda Bowers, College Nurse – 540-828-5384; lbowers@bridgewater.edu
 - Robbie Miller, College Chaplain – 540-828-5383; rmiller@bridgewater.edu
- f) Inform the Collins Center about the school’s prohibitions on retaliation, how allegations of retaliation can be reported, and what protections are available for students who experience retaliation.
- g) Ensure availability of the Title IX Coordinator or designee to meet as needed with the Collins Center point of contact.
- h) Collaborate with the Collins Center on prevention approaches and activities.
- i) Inform the Collins Center of any changes to the Title IX Coordinator position or any significant changes to the college’s Title IX process within 2 weeks of changes taking effect. At the time of signing, the BC Title IX Coordinator is:

Crystal Lynn, Title IX Coordinator
clynn@bridgewater.edu; (540) 828-5356
- j) Compensate the Collins Center for services provided, as outlined in the attached Compensation Agreement.

V. Confidentiality

The Collins Center and Bridgewater College affirm the importance of providing students with options for confidential services and support. All services provided by the Collins Center to BC students and employees will be kept confidential except in the following circumstances:

- a) If the student or employee wants information shared with the college or campus law enforcement, the Collins Center will obtain informed consent for release of the information. When releases of information are required, they will be written, informed, and reasonably time-limited.
- b) Upon request, the Collins Center will provide BC with aggregate data about incidents of sexual violence that have taken place on BC campus. BC may include this data in its annual Clery Act security report and to help in identifying patterns or systemic problems related to sexual violence. No personally identifying information will be provided for Clery Act purposes. When necessary, the Collins

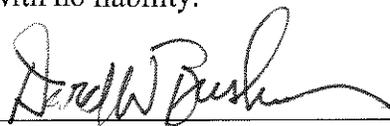
Center will consult with victims regarding what information needs to be withheld to protect their identity.

VI. General Provisions

The parties agree and acknowledge that Bridgewater College is solely responsible for the investigation and adjudication of violations of its sexual misconduct policy. No advocate will take part in the investigation or adjudication of any complaint.

It is mutually agreed upon and understood by Center and College that:

- a) Both parties will work together in a coordinated manner for the fulfillment of the purposes of the MOU.
- b) This MOU does not restrict the parties from participating in similar understandings or engagements with other public or private agencies, organizations, and individuals.
- c) This MOU does not obligate any party to the transfer of funds, or any endeavor involving transfer of funds, between the parties.
- d) This MOU is not intended to and does not create any right, benefit, or trust responsibility between the parties, nor create any agency relationship between the parties.
- e) This MOU will be effective upon its execution by both parties.
- f) This MOU may be modified at any time by mutual written agreement of the parties in order to further the goals of Center and College.
- g) Either organization may terminate this MOU at any time and for any or no reason with no liability.

By: 
President, Bridgewater College

Date: 12 Oct 5, 2015

By: 
Executive Director, Collins Center
Chairperson

Date: Oct 13, 2015

COMPENSATION AGREEMENT

Collins Center services and currently applicable fees are outlined below. These services and fees are dependent on grant funding and as such are subject to change with funding availability. The Collins Center reserves the right to adjust fees at any time based upon demand for services or funding changes. In the event of such changes, the Collins Center will inform the college within two weeks of their effective date.

Crisis and Accompaniment Services

All accompaniment services are restricted to Harrisonburg and Rockingham County.

SERVICE	FEE TO CLIENT	FEE TO COLLEGE
24-hour crisis hotline	Free (grant funded)	Free (grant funded)
Medical accompaniment (Sentara RMH)	Free (grant funded)	Free (grant funded)
Accompaniment: criminal reporting	Free (grant funded)	Free (grant funded)
Accompaniment: criminal court	Free (grant funded)	Free (grant funded)
Crisis support sessions	Free (grant funded)	Free (grant funded)

Counseling Services

SERVICE	FEE TO CLIENT	FEE TO COLLEGE
Psychotherapy: Intake	\$100*	Charged to client
Psychotherapy: 60 min	\$70*	Charged to client
Psychotherapy: 30 min	\$40*	Charged to client
Survivor support groups (subject to availability)	Free (grant funded)	Free (grant funded)

*The Collins Center currently accepts Medicaid as a form of payment; however, the Collins Center does not bill other forms of insurance. As necessary, the Collins Center provides appropriate referrals to other providers for individuals seeking to use insurance as a form of payment. This may include referral to campus counseling services.

Training and Prevention Education

SERVICE	FEE TO COLLEGE
Training for campus staff & responders (2 hours)	\$1,000
Prevention presentations (1-2 hours)	\$500

Bridgewater College agrees to pay the Collins Center at the above listed rates for services provided.

Invoices should be sent to:

Anne B. Keeler, VP for Finance
402 East College Street
Bridgewater, VA 22812

Checks made payable to "Collins Center" should be mailed within 30 days of invoice to:

Collins Center
Attn: Jackie Hieber
PO Box 1473
Harrisonburg, VA 22803

