

## MEMORANDUM OF AGREEMENT (MOA)

LICEO de la Amistad, Club Rotario (Cali Norte), IEEE Colombia, and Imzadi Consulting

### *Purpose of MOA*

The purpose of this Memorandum of Agreement (MOA) is to articulate and document the agreement between the participants of this project, named as "IEEE STEAMS Academy". This agreement will set out what participants expect to fulfill their responsibilities and contributions to help with the work of establishing an academy of Science, Technology, Engineering, Arts, Mathematics, and Soft Skills. Arts, Mathematics, and Soft Skills (STEAMS).

### *Timeframe of Agreement:*

Duration: 12 months

Starts: June 1, 2024

Ends: May 31, 2025

### *Allied Participants*

Organizations associated with this agreement:

- Friendship High School
- Institute of Electrical and Electronics Engineers (IEEE), Colombia Section
- Rotary Club, Cali Norte
- Imzadi Consulting and Project Management Services, California USA

### *Collaboration Benefits*

Overall, collaboration between these organizations will be of benefit to all:

- **LICEO de la Amistad School:**

LICEO de la Amistad faculty and administration office

- Expand its social networks associated at a global level with the Institute of Electrical and Electronics Engineers (IEEE) and with the international Rotary Club and between the city of Cali.
  - Access to university engineering and computer science students from IEEE student branches
  - It will allow access to the training of STEAMS Academy with students from junior high and high school.
  - It will facilitate the training of high school teachers in the necessary skills to continue working with students.
  - It will provide students with the possibility of projecting themselves in work areas from programming and software development.
  - It will expand the fields of competency training to students at the higher-order level and with international standards.
  - It will allow for the donation of equipment and materials for the development of STEAMS skills and competencies, leading to a physical, human, and technological capacity to continue the training process of new generations of students.
- **IEEE:** Being that IEEE is designing a better future

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- IEEE's motto is "Advancing Technology for Humanity" and it is a great benefit to IEEE to be able to live up to our motto.
- Enhances IEEE's visibility and promotion of the Cali Sub-Section and STEAMS teaching areas for needy youth at the LICEO de la Amistad school.
- To give opportunities to the university student branches of IEEE (university students) to volunteer in this project and thus gain experience in helping, teaching, and improving the educational situation for the students of the LICEO de la Amistad school.
- Improves community outreach and connection with adults and youth living in these vulnerable communities.
- Establish lines of communication and networking of local NGOs in Cali and social leaders from vulnerable communities.
- Established public-private partnerships (PPP) with companies, businesses, and other NGOs.
- **Rotary Club, Cali Norte:**
  - According to our motto of the Rotary Club is "Service Above Self", which aligns well with our purpose of helping vulnerable populations in the city of Cali – communes 1 and 18.
  - To form new networks between other non-profit organizations and the LICEO de la Amistad school.
  - Expand connections with other international and local NGOs located within Cali and outside the Rotary Club.
  - Give more opportunities to our Rotaract members to also be involved in supporting and educating young people in schools in these vulnerable communities.
  - Report and demonstrate to Rotary International the help we are providing to the community.
  - The potential to continue as a project that can be a flagship project for our club in the short, medium, and long term.
- **Imzadi Consulting:**
  - Establish contacts, networks, and lines of communication with entrepreneurs, NGOs, educational systems, and the LICEO de la Amistad school and be recognized as a humanitarian that seek to help vulnerable communities.
  - Work is going to be Pro-Bono This office is not going to have any financial benefit from this project.
  - The benefit of this company will be to help and advance STEAMS education to vulnerable communities in Cali, Colombia with education and the creation of opportunities for youth and adults in the community.

### Resources Contributed by Allied Participants

- **LICEO de la Amistad:**
  - Students that have been vetted and are interested in participating in project.
  - Provide classrooms with dedicated areas for the computer lab.

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- Science teacher(s) familiar with high technology (Hi-Tech).
- Optional: Two non-science teachers from the general faculty.
- Basic computer equipment for the programming workshops.
- Assign a person who will assist in coordinating meetings and group chats with associates of this project.
- Coordinate with the school's Computer Information Technology (I.T.) team and technologists of LICEO de la Amistad for the custody, care, maintenance, and technical support of all equipment used.
- Installation and software licensing costs for all computers involved in this project.
- Coordination of the time dedicated by teachers for the development of training.
- **IEEE Colombia:**
  - Volunteers from IEEE university student branches with technical capacity to support and teach certain areas of teaching to students of the LICEO de la Amistad school.
  - Some financial resources for the acquisition of hardware, applications, and software to be able to carry out various types of projects.
  - Technical and physical support from global IEEE volunteers.
  - Certificates of participation for all students and participants of the project's teaching sessions with official logo of IEEE.
  - Students from the IEEE university student branches who can be mentors and examples for the students of LICEO de la Amistad.
- **Rotary Club, Cali Norte:**
  - Financial aid to fund the workshops that are held each semester.
  - Support IEEE volunteers' university students by paying for their transportation and meals for each workshop event.
  - Publish events through Rotary Club communication networks, Cali (Rotoract)
  - Contribute with mentors who teach and support high school students with soft skills.
  - Involve other Rotary clubs in the city and local areas of Cali.
  - Contribute to the connections between our clubs to achieve the goals of this project.
- **Imzadi Consulting:**
  - To a limited extent, financial support to help start the seedbed project.
  - Create and provide documents, forms, patterns, and spreadsheets for tooling, reporting, and internal and external correspondence to the project.
  - Pay for the name (domain) and establish a website for the project.
  - Donate several kits (10) as a start of Arduino workshops.
  - Donate technical knowledge, talent, experience, and volunteer hours as a consultant.
  - Leverage and share connections and relationships established with various high-ranking individuals between IEEE Global and IEEE U.S. (IEEE-USA).

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LICEO de la Amistad, Club Rotario (Cali Norte), IEEE Colombia, and Imzadi Consulting

- Create new and innovative technical content for LICEO de la Amistad school science curriculum.
- Taking Trips from the U.S. to Cali Colombia to provide on-site guidance, workshops, lectures, and assistance to all participants of this project.
- Create the documents and agreements between the partners of this project – e.g., a Memorandum of Agreement (MOA).

### Roles and Responsibilities

- **LICEO de la Amistad:**

- Coordinate with the different participating entities allied with this agreement. This action allows for the further development and expansion of this project.
- Facilitate the necessary times for the development of student training.
- Convene and coordinate with the institution's teachers and encourage their participation in this project.
- Pool resources with participating entities according to their availability.
- To manage support and resources that may be required to achieve the purposes of this agreement.
- Inform the educational authorities, the community of students, teachers, and parents about the actions and progress of the project.
- Monitor, secure, and protect the equipment dedicated to this project against theft or damage caused to its custodian.

- **IEEE Colombia:**

- Act as the technical Sponsor of this project.
- Provide both technical and logistical guidance and support to LICEO de la Amistad, the students, and all participating allies.
- Coordinate with the different participating entities allied with this agreement. These actions allow for the development and expansion of this project.
- Coordinate the groups of volunteers from the IEEE university student branches who will be participating and supporting this project.
- Provide the forms and inventory system for all equipment and tools.
- Maintain and inventory Arduino kits for Workshops and support items associated with this project.
- Review and verify that all equipment is received for project use and ready for the next workshop.
- Train workshop and project volunteers for the development of the workshops and the proposed curriculum.
- Support and financial management for volunteers and where applicable allies, when needed.
- Delivery of workshop certificates to students, volunteers, instructors, teachers, and teachers.
- Coordinate with IEEE Global on the dissemination of results
- Seek IEEE funding (EPICS or whichever applies) for the project.
- Responsible for reporting to IEEE Colombia, IEEE-USA, and IEEE Global on the status of the project - role of Project Manager.

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- **Rotary Club, Cali Norte:**
  - Act as an intermediary and liaison to Rotary Club International.
  - Seek and secure funding sources for phases 1 and 2 of these pilot projects.
  - In charge of applying for Global Grants to look for funding.
  - Report to project people if allied participants are not fulfilling their duties.
  - Support our allies with the execution of courses, talks, and workshops for the students of LICEO de la Amistad.
  - Networking with companies and businesses in Cali or outside the country that would be willing to support this project in a financial way or with equipment donations.
  - Facilitate the publication and distribution of news to the community of events and courses that are going to be given on the campus of LICEO de La Amistad.
  - Receive, request, analyze, and know the periodic reports on the progress and investments for the project.
- **Imzadi Consulting**
  - Offer the experience and skills of our consultant who has many years in administration and project management, Pro-Bono To be the bridge and liaison between IEEE Colombia and IEEE-USA
  - Guide all the entities and allies involved in this project Coordinate with potential resources and sponsors in the U.S., including other nonprofits.
  - Create and provide documents, forms, patterns, and spreadsheets for tooling, reporting, and internal and external correspondence to the project
  - Prepare of reports to Rotary International, Rotary Sponsors, IEEE-USA, and other potential organizations and sponsors.
  - Establish a website for this project
  - Serve as a consultant to allies and mentor students at the high school and university level
  - Assist and coordinate with teachers from LICEO de la Amistad for all project activities and events.
  - Assist in publishing and advertising the project to all communities in Colombia and the U.S., and globally among Rotary International, Rotary Clubs in Colombia, and the IEEE International.

### Assignees

- **LICEO de la Amistad:**
  - Alejandra Daza, Educational Director
  - Robit Arias, School Rector
  - Marisol Libreros, Academic Coordinator
  - Jonier Mena, Baccaureate Technology/Science Teacher
  - Evening Education (TBD)
- **IEEE Colombia:**
  - Dr. Álvaro David Orjuela-Cañon, IEEE Chair Colombia Section

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- prof. David Enrique González Pedroza, liaison of IEEE-USA and Senior Member of IEEE (SMIEEE)
- Juan David Rivera, IEEE Student Branch Presidents and/or Representatives
- **Rotary Club, Cali Norte:**
  - Luz Angela Potes, President
  - Jorge Rivera, active member, treasurer, president of COLROTARARIO
  - Juan Manuel Cabal Cano, active member Mila Algarín, Rotaract President
  - prof. David Enrique González Pedroza, active member (virtual)
- **Imzadi Consulting:**
  - prof. David Enrique González Pedroza, President and Senior Consultant
  - Gora Datta, President of Cal-2-Cal and associate
  - Brian Haggerty, Legal consultant and associate

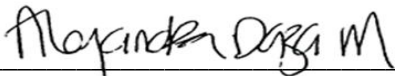
### Declaration of LICEO de la Amistad

The LICEO de la Amistad school declares that it acts for the benefit of the educational community of the institution by the legal powers conferred by Law 115 of 1994, to Decree 1075 of 2015 at the time of signing this agreement. Therefore, it undertakes to ensure the interests of the educational community by joining efforts and resources to achieve the purpose of this agreement.

### Allied Participant Assignees

- **Alejandra Daza Montalvo** - representing the interests of the LICEO DE LA AMISTAD school
- **Dr. Álvaro David Orjuela-Cañón** - representing the interests of the IEEE Colombia section.
- **Luz Angela Potes** – representing the interests of the Rotary Club, Cali Norte
- **David Enrique González Pedroza** – representing the interests of Imzadi Consulting, USA

### Signatures of allied partners and their representatives



Date: 2024-07-30

**Dra. Alejandra Daza**

Principal, LICEO de la Amistad



Date: 2024-08-07

**Dr. Álvaro David Orjuela-Cañón**

Chair, IEEE Colombia Section



Date: 2024-08-13

**Luz Angela Potes**

President, Club Rotario, Cali Norte

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President, Imzadi Consulting

Date: 2024-07-15