

Questions to Inform a Victim-Centered MOU**Statement of Purpose**

- Do you clearly articulate the purpose of the Network?
- Do you clearly articulate the purpose of the MOU?

Partner Identification

- Do Network partners describe their organizations with clarity?
- Do Network partners clearly identify which services their organizations offer (e.g., legal representation, victim advocacy, counseling)?
- If Network partners serve only specified victim populations, is that information included?

Clarity of the Agreement

- Do you clearly explain all key terms?
- Do you clearly address confidentiality/privacy obligations?
- Have you considered adding a provision specifying that all victim information must be kept confidential and that no Network partner can exchange victim information except under clearly specified circumstances?
- If financial compensation or other incentives to Network partners are contemplated as part of the MOU, have you clearly delineated those terms?

Sharing/Tracking Information

- Do you specify what information, if any, is shared between Network partners, and for what purpose(s)?
- Do you specify client or case tracking obligations clearly?
- If client or case tracking information is shared in some way, do you specify the content of the information shared (e.g., personally identifiable information, composite information stripped of identifiers, individual information stripped of identifiers)?
- Do you clearly identify whether and under what circumstances Network partners may discuss their work (e.g., for tracking purposes, to analyze and improve processes, to improve protocols)?

Questions to Inform a Victim-Centered MOU**Referral Processes**

- Do you clearly address how referrals will work in the Network, including how referrals will be made (e.g., via email, phone, private network)?
- Do you discuss whether victims may choose to seek referrals and/or disclose information only to certain partner organizations within the Network?
- Do you specify what happens in the event no Network referral can be made for a victim seeking services?
- Have you considered whether the MOU should include information regarding the Network's Release of Information (ROI) process?

Enforceability

- Do you specify consequences for violations of the MOU, including potential violations of privacy/confidentiality obligations?

Legal Compliance

- Does the MOU comply with all applicable laws and regulations?