

**MEMORANDUM OF UNDERSTANDING BETWEEN
RIPON ARTS LEAGUE AND THE CITY OF RIPON**

This MEMORANDUM OF UNDERSTANDING is hereby made and entered into on this 13 day of February, 2024, by and between the RIPON ARTS LEAGUE, a non-profit organization duly formed and operating under the laws of the State of California ("League") and the CITY OF RIPON, a municipal corporation ("City").

1. PURPOSE

The Ripon Poet Laureate program is intended to increase the public's awareness of the benefits and importance of poetry and literacy arts. The League will select a Poet Laureate and with the guidance of the League, the Poet Laureate will be responsible for promoting poetry and literacy arts in the community.

2. TERM

The term of this Memorandum of Understanding shall be for three (3) years, commencing on January 1, 2024 and ending December 31, 2026.

3. STIPEND

The League will receive an annual stipend of \$5,000. Stipend is inclusive of all costs associated with the work of the Poet Laureate (e.g., advertising, supplies, materials, travels, per diem, meals, insurance and travel expenses).

4. RESPONSIBILITIES

- A. The League shall advertise, interview and select a resident within the Ripon city limits to serve as the Ripon Poet Laureate. The League will include a representative from Ripon Unified School District and Ripon Christian School on the selection committee.
- B. The League shall coordinate and advertise at a minimum of four (4) of the following events each year of the Memorandum of Understanding:
 - i. Work with the Ripon Unified School District and/or Ripon Christian Schools to hold literacy events to bring poetry and the literary arts to the youth of the community.
 - ii. Poet Laureate to compose one poem per year dedicated to the City of Ripon and read it at a City Council meeting.
 - iii. Host teen events such as spoken word events, poetry slams, or book clubs at the Ripon Library.
 - iv. Host early childhood literacy programs, including story time, at the Ripon Library.
 - v. Provide a free poetry workshop open to the general public at the Ripon Library.
 - vi. Host public readings of original poetry.
- C. The League shall submit a report to the City of Ripon outlining the programs that were completed during the term of the Memorandum of Understanding.

RIPON ARTS LEAGUE

By: Christopher L. Case

Name: CHRISTOPHER L. CASE

CITY OF RIPON

By: Leo Zuber

Name: LEO ZUBER, Mayor