

29 June 2023

Host Country Partner: Halytskyi Professional College named after Vyacheslav Chornovil

Host Country Partner Address: 15, B. Khmelnytskoho street, Ternopil, 46001

Host Country: Ukraine

Name of Host Country Partner Point of Contact: Oksana Turchyn

Host Country Partner Contact information: +38-067-163-9737; (oksvold7@gmail.com)

Dear Sir/Madam:

This letter serves to document the respective intentions and understandings of the Peace Corps, operating through its office in Ukraine and Halytskyi Professional College named after Vyacheslav Chornovil (Host Country (HC) Partner), regarding the assistance requested by you, as the HC Partner, through the Peace Corps Virtual Service Pilot (VSP). The assistance requested by you is further detailed in Statements of Virtual Engagement (SoVEs) developed between your organization and the Peace Corps. Until discontinued by the Peace Corps or your organization, this letter serves as the framework between the Peace Corps and your organization's participation in the VSP as well as the continuation of any engagement by Virtual Service Pilot Participants (VSP Participants).

The Peace Corps is excited to provide assistance through the VSP. This new opportunity is distinct from Peace Corps Volunteer service and Peace Corps Response service with which you may be familiar. Through the VSP, former Peace Corps Volunteers donate their voluntary services to engage virtually with Peace Corps host country partners to complete activities and tasks developed in collaboration with your staff and Peace Corps staff. These activities and tasks as well as the timeframe of the engagement are detailed in the mutually determined SoVE(s). The individuals who are donating their voluntary services will be identified as Virtual Service Pilot Participants (VSP Participants). They are not compensated by the Peace Corps. They receive a one-time, pre-determined amount to defray their start-up costs associated with virtual engagement. They are not eligible for any benefits that the agency provides to its PCVs or employees. The engagement of the VSP Participants will be strictly virtual with a host country counterpart (HC Counterpart) who has been designated by your team, in coordination and consultation with and guided by PC/ Ukraine staff.

Peace Corps staff are excited about the opportunity to work with your team. In order for the VSP engagement to be effective and productive, it is important to set out the expectations, intentions and understandings as follows regarding the roles and responsibilities of the Peace Corps and Halytskyi Professional College named after Vyacheslav Chornovil, as our HC Partner.

I. Roles and Responsibilities of the Peace Corps and Peace Corps/ Ukraine

- The Peace Corps and Peace Corps/ Ukraine intend the following:

- Work with the HC Partner to develop SoVEs and clearly outline the activities or tasks for VSP Participants.
- Select, support and guide the VSP Participants who possess appropriate qualifications and skills.
- Provide orientation to the VSP Program and working with VSP Participants to the HC Partner and HC Counterpart. Introduce the HC Partner and HC Counterpart to VSP Participants.
- Support the activities and tasks detailed in mutually determined SoVEs, through the engagement of a VSP Participant.
- Provide a Peace Corps/ Ukraine staff who will coordinate and consult with HC Partner, the HC Counterpart, and VSP Participant, and provide assistance and support as may be needed or appropriate during the period of engagement on a SoVE, including addressing any issues or concerns that may arise in the course of the engagement.

II. Roles and Responsibilities of HC Partner

- The HC Partner intends to:
 - Engage in a spirit of cooperation, mutual learning and respect with VSP Participants, in coordination and consultation with Peace Corps and PC/ Ukraine staff, only on the activities and tasks set forth in mutually determined SoVEs, which HC Partner confirms as accurate and accepted by HC Partner. HC Partner and PC/ Ukraine staff may coordinate and revise any activities or tasks, as appropriate, document such revisions in writing, and accordingly inform the VSP Participant of such changes. At no time should HC Partner or Counterpart expect or request that a VSP Participant engage in person on any SoVE activities or tasks with HC Partner or Counterpart.
 - Assign an HC Counterpart who is available and willing to engage consistently with the VSP Participants and PC/ Ukraine the entire period of the engagement, including identifying mutually agreeable and time zone-appropriate times to communicate and work regularly with VSP Participants; both the HC Counterpart and HC Partner are expected to provide feedback on all aspects of the engagement to PC/ Ukraine staff for purposes of evaluation, refinement, and improvement of the VSP.
 - Engage in a professional and cooperative manner, either directly or through the HC Counterpart, with the VSP Participants virtually and as detailed in the SoVE; understand that VSP Participants are not Peace Corps Volunteers, and that their engagement is limited to 5-15 hours of donated time per week while they maintain their personal commitments such as work or academic study.

- Adhere to the terms and conditions of the SoVE(s), including, but not limited to, work hours and times, or other activities outside of those detailed in the SoVE(s), such as restrictions on VSP Participant doing any fundraising or similar activity for HC Partner, HC Counterpart, or any entities, groups, or individuals affiliated with either HC Partner or HC Counterpart.
- Understand and inform HC Counterpart that all individuals engaging in the activities and tasks detailed in the SoVE(s) (including HC Partner, HC Counterpart, PC/ Ukraine staff, and VSP Participants) are expected to and should communicate and conduct themselves in an appropriate manner, without engaging in any type of cyber bullying, or exchanging messages or images that may be considered to be discriminatory, harassing, threatening, intimidating, offensive, sexually explicit, or engaging in other sexual behavior or online dating, or encouraging of same or similar behavior.
- Understand and inform the HC Counterpart that VSP Participants must not: virtually meet or make calls or send texts to minors (under 18 years of age) without the presence, inclusion, or participation of HC Counterpart or PC/ Ukraine staff, take or share images of minors as part of the SoVE activities or tasks, unless signed parental permission forms have been obtained or be asked or permitted to engage in any other activity that may violate Peace Corps' child protection policy of which the HC Partner has been given a copy.
- Notify the PC Country staff in the event HC Partner is made aware or informed of any concerning or inappropriate conduct or engagement by either the VSP Participant or HC Counterpart, and address timely any similar issues with its HC Counterpart. HC Partner understands that PC/ Ukraine are available to assist with and address any issues or concerns that may arise in the course of the engagement.
- Due to the VSP being completely dependent on the donation of voluntary services of VSP Participants, the support provided by VSP Participants to engage in SoVE activities and tasks may end if a VSP Participant elects to end their participation, or the Peace Corps chooses to end the engagement of the VSP Participant for any reason.

This letter covers your organization's engagements with a VSP Participant in the VSP. In the event that there is a mutual determination between your organization and the Peace Corps, and additional donation of voluntary services from the VSP Participant to continue the engagement beyond the original end date, the relevant SoVE may be modified and re-submitted to so reflect. If additional SoVEs are developed between the Peace Corps and your

organization for assistance on other activities and tasks, those additional SoVEs are also covered under this letter.

Peace Corps staff look forward to engaging with HC Partner in the VSP on the SoVE activities and tasks. Should you have any questions, please contact Tamara Prydatko, TEFL PM, tprydatko@peacercorps.gov and Oleg Smiychuk, Program Manager/Regions, osmiychuk@peacercorps.gov

The Peace Corps and HC Partner intend for the English language version of this letter to control.

If the provisions set forth in this letter and the SoVE(s) are consistent with HC Partner's expectations, understanding, and intentions regarding the engagement in the Peace Corps Virtual Service Pilot, please sign below to so indicate.

Sincerely,

Diana Schmitt, Country Director
Peace Corps/ Ukraine

ACCEPTED and AGREED TO BY: -

Halytskyi Professional College named after Vyacheslav Chornovil - Host Country Partner

Signature

Name: Mariia Babiuk

Title: Director

Date: 6/30/2023

