MEMORANDUM OF UNDERSTANDING

This agreement made March 2, 2017 will serve as a Memorandum of Understanding between Alternate ROOTS and ArtChangeUS, California Institute of the Arts, 24700 McBean Parkway Valencia, CA 91355-2340.

About the Event: Alternate ROOTS is presenting ROOTS Weekend Richmond Thursday – Sunday, April 20-23, 2017. The goal of ROOTS Weekend Richmond is to facilitate a space for regional ROOTS members, organizers, artists, community members and activists to come together and exchange. The exchanges will be focused around the theme “Creating a World without Prisons”. Alternate ROOTS staff in conjunction with ROOTS members and local partners will host planning meetings, site visits and gain partners in the local Richmond community and throughout the region to organize the weekend.

ArtChangeUS will present a REMAP@Richmond, VA event as part of ROOTS Weekend Richmond pre-conference on Thursday, April 20, 2017 from 11 am – 4 pm EST at the University of Richmond 626 E Broad Street, Suite 100 Richmond, VA 23219 and Friday, April 21, 2017 from 10 am – 12:30 pm EST at the Diversity Center 1407 Sherwood Ave, Richmond, VA 23220.

Outcomes: The outcomes of ROOTS Weekend Richmond are to:

- Introduce Alternate ROOTS to the local artists and social justice community.
- Foster relationships between local artists, organizers, activists, justice system workers and educators with the same values.
- Connect criminal justice focused ROOTS members throughout Mid-Eastern region with one another.
- Learn and immerse ROOTS Weekend participants in the sprawling and diverse initiatives taking place around arts and prisons across the country.
- Engage approximately 300 people throughout the weekend (Thursday evening – Sunday afternoon).
- Have approximately 50 ROOTS Members from throughout other parts of the ROOTS region.

Alternate ROOTS will offer the following to execute ROOTS Weekend Richmond:

- Commission, host and present programming including workshops, performances, installations and conversations throughout the weekend, April 20-23, 2017.
- Serve as the chief financially responsible party for ROOTS Weekend.
- Offer Communications including marketing and Spanish translation services for all public materials.
- Provide administrative capacity including ticketing and overall staffing for ROOTS Weekend Richmond.
- Manage agreements and payments for ArtChangeUS REMAP presenters.
- Arrange hotel lodging for all REMAP presenters and ArtChangeUS staff.

ArtChangeUs will offer the following to execute ROOTS Weekend Richmond:

- Support curating and presenting 3 sessions with regional and national artists engaged with work around the prison industrial complex that may include (conversations, art sharing, and or lecture, skill-share) during the weekend.
- Support fees, travel and lodging for artists who present during 3 sessions curated by ArtChangeUs.
- Provide 2 – 3 ArtChangeUs staff to support 3 sessions.
- Share marketing information with ArtChangeUS national community. Additionally, invite national community to engage with the conversation.
- Manage and arrange travel for ArtchangeUS REMAP artists.