

## Memorandum of Understanding

### Statement of Purpose

This MOU is a voluntary agreement between the Park County Fairgrounds Masterplan Committee (FMC) and the Montana State University School of Architecture Rural Impact Lab (Arch 450 Section 01) as a part of their involvement in community-based research. The purpose of this research partnership is to assist Park County community leaders in the pre-design stages of the Park County Fairgrounds masterplan and produce fundraising materials tailored to the mission of the fairgrounds.

The Rural Impact Lab (in addition to the SoA, the RIL includes MASS Design and MSU Extension Services) partner wishes to continue development of its community engagement curriculum in order to create course offerings that focus on rural issues in Montana in order to offer rural Montana communities assistance in obtaining development collateral for mission focused projects.

The FMC wishes to enhance its engagement of fairgrounds stakeholders, in order to achieve a representative community mission for a new fairground's masterplan.

The outcome of the research will be development collateral—fundraising materials, which addresses the above issue within the community.

The community is understood here as stakeholders identified by the Fairgrounds Masterplan Committee and additional members who will be identified during the process of engagement.

### Mutual Interests

We share a common interest in addressing the issue of a vibrant fairgrounds that supports activities and events for a diversity of people and organizations in the Park County community. Broadly, the project is trying to accomplish a community generated vision of a new Fairgrounds masterplan. The specific mission and supporting strategies will be generated through the course.

The timeline for the coursework is in line with the FMC's timeline. The process for ensuring that expectations for the work are met include identification of "community coaches" who will serve as direct contacts for the team of five students dedicated to the project for the Fall 2018 semester. In addition, Slack (a team-oriented email platform) and Google Drive will be used to share information and maintain ongoing communication.

### School of Architecture

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The project and work of the students should not interfere with the FMC or its members ability to carry out their normal day-to-day work. The goal of development collateral is realistic and achievable based on similar projects done by the MSU Community Design Center and MASS Design.

The research and pre-design development material produced by the RIL will aid the FMC in generating direction and support for a new masterplan. In addition, the material will be used to apply for grants and additional capital.

The beneficial outcomes of the work produced for the community under this MoU are intended to be supported and sustained with subsequent work by either MSU and/or MASS as is appropriate.

#### Shared Decision Making

The resources and expertise necessary for this project are community engagement knowledge and experience, design thinking skills, exhibit design, and report creation. Funding for student transportation, lodging, should it be necessary, and miscellaneous costs for the student work will be paid for by MSU.

A schedule and task list is to be generated at the beginning of the project and subsequently attached as Appendix A to this MoU.

The partnership will last approximately 3 months and require about 8 – 10 hours per week from the community and 40 - 50 hours per week (total) from students and faculty associated with the RIL.

#### Data Ownership

The data included in the community report will be made available to the FMC to use as they deem appropriate. The data will be provided in hard copy and in digital format to the FMC.

The RIL will use the data as educational material in future courses or as is appropriate for educational purposes.

A complete list of the material generated by the course will be outlined and detailed in a document Appendix B, to be attached to this MoU.

The findings and outcomes of the partnership will be shared with the community in ways that are geared toward education, advocacy, and social change. The data will be shared in a community exhibit to be held in Mid-November 2018 and in a digitally available report.

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