

To: OLF FOLIO SMLLC

From: <NAME>

**Re: Memorandum of Understanding - FOLIO Module(s) Contribution**

This memorandum is to confirm an agreement between **Contributor** and OLF FOLIO SMLLC (hereafter referred to as FOLIO) that **Contributor** shall build and maintain select module(s) (multiple modules may be contributed together to support specific functionality within FOLIO - aka an “App”) listed below to be provided as part of the FOLIO suite of apps consistent with the requirements spelled out in this Memorandum of Understanding (MOU). The Product Council and Technical Council have already assessed the idea of the inclusion of these new module(s) from a functional and technical standpoint, and endorse the need for them to be built. This MOU is managed by the FOLIO Project Manager and the Community Council, who manages the marketing/communication and community-building related to this approval.

<Place module name(s) here>

In doing so **Contributor** recognizes that the FOLIO software requires specific functionality and technical standards to be met in order to be included and certified in a release, and the commitment of **Contributor** is needed to meet these requirements. Additionally, **Contributor** supports FOLIO’s Vision, Strategic Objectives and [the governance model for FOLIO](#), and agrees to abide by community practices and the following principles:

- Collaborate openly, transparently, and respectfully
- Enable local decision making authority wherever possible, while maintaining consistency with project technical architecture and guidelines
- Create a sustainable community and ecosystem that is open and neutral for all community participants

**Contributor** agrees to support the module(s) for at least two years, which includes updating it to ensure compatibility with future releases and addressing new technical requirements. Such support includes addressing critical P1 bugs, which can be functional and/or security-related issues, in a timely fashion and following the [long-term release recommendations](#). As part of support, Contributor will work with the FOLIO project to provide and update appropriate end-user and technical documentation, including API documentation.

Module(s) will be contributed to FOLIO and the Open Library Foundation and is/are subject to the Apache v2.0 or successor license, as defined [in the Contributor License Agreement](#)

This Memorandum will be in effect from the date of signing, last for a period of two (2) calendar years, and can be renewed for successive two (2) year terms, subject to review by the **FOLIO SMLLC, the three Councils as appropriate** and **Contributor**. **Contributor** is encouraged to stay in touch with

members of the Product Council for questions and issues.

For	<b>Contributor</b>	<b>OLF FOLIO SMLLC</b>
Date		
Signature	<u>&lt;Signature of Authorized Representative&gt;</u>	<u>&lt;Signature of Authorized Representative&gt;</u>

**Contributor Contact**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

DRAFT