

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
GIRL SCOUTS OF SOUTHWEST TEXAS
AND
Girl Scout Troop Leader:**

Name _____

Troop # _____

Purpose:

The purpose of this Memorandum of Understanding (MOU) is to clearly delineate the roles and responsibilities of Girl Scouts of Southwest Texas (GSSWT) and troop leaders participating in the intervention pilot study for the Physical Activity Partnership for Girls ("Partnership") and as a requisite for receipt of project funds, resources, or other benefits associated with participation in the project.

The purpose of this community-based participatory research study is to develop and pilot test a program that addresses physical activity among adolescents in San Antonio's Westside and Southside areas. This is not a legally binding agreement. In order for this study to succeed, multiple parties must fulfill their individual project responsibilities.

Project Information:

GSSWT partnered with the UT Health Science Center at San Antonio (UTHSCSA) to develop an innovative program based on current evidence that is tailored to girls. GSSWT and UTHSCSA would like to evaluate this program with Girl Scout troops in San Antonio.

The evaluation involves 10 troops:

- 5 will receive regular Girl Scout programming ("traditional troops").
- 5 will receive regular Girl Scout programming *plus* a physical activity enrichment component ("enriched troops").

Troops will be *randomly* assigned to either the attention control group or the intervention group.

All participating troops receive the same resources (outlined on the following page) and all participating troops receive these resources at the same time *with the exception of* intervention program materials. Intervention program materials (curricula, training and physical activity equipment) will be provided to enrichment troops during the intervention phase (January – April 2011). At the conclusion of the intervention phase (May 2011), intervention program materials (curricula, training and physical activity equipment) will be made available to the traditional program troops. (Same resources, delayed timing.)

Participants (girls 11-14 years) will participate in physical assessments two times – before and after the intervention program. GSSWT staff will work with you to schedule convenient times to conduct assessments. Assessments include:

- Anthropometrics (such as weight, height, waist circumference)
- Physical Fitness (3-minute step test)
- Activity monitors (worn for 7 days)
- Written questionnaires

ROLES AND RESPONSIBILITIES

GSSWT agrees to:

- Serve as the interface between researchers (UTHSCSA) and participants (girls), parents, and troop leaders, particularly with respect to communicating research goals and processes.
- Provide a staff member (the Physical Activity Partnership for Girls Program Specialist) dedicated to the project. Based in the Avenida Guadalupe Girl Scout Center (“Avenida”), this staff member is responsible for the day-to-day activities of the project.
- Support troop development activities pertaining to the project, such as recruiting and registering members, training volunteers, and obtaining appropriate meeting spaces for troop meetings.
- Provide orientation and training for the Troop Leaders (with the support of UTHSCSA) to adequately prepare leaders for the implementation of the program.
- Provide curriculum and related activities for troop meetings of the traditional troops.
- Provide access to resources which promote physical activity (such as active gaming and recreation equipment).
- Collaborate with partners to develop and provide curriculum and activities for troop meetings of intervention troops.

Troop Leaders agree to:

- Attend additional project-related training (approximately 10 hours).
- Become familiar with all components of the program.
- Deliver project-related information to girls and parents.
- Obtain signed research consent forms from parents.
- Conduct weekly troop meetings for a 4-month period (January – April 2011).
- Submit a monthly implementation checklist.
- Deliver Girl Scout program:
 - Enriched troops – regular Girl Scout program plus physical activity enrichment component
 - Traditional troops – regular Girl Scout program¹
- Coordinate physical assessment activities with GS program specialist.
- Complete process evaluation.

¹ 10 Girls Scout troops will be enrolled: 5 (enriched troops) will receive the physical activity enrichment activities during the intervention period (January – April 2011). The other 5 (traditional troops) will receive the same physical activity enrichment activities *after* the end of the intervention period. This delayed timing allows us to compare participants in the two groups.

Signatures

Girl Scout leader for Troop #_____:

(signature)

(printed name)

(date)

GSSWT Staff:

(signature)

(printed name)

(date)

Randomized Groups: Enriched and Traditional Troops

