MEMORANDUM OF AGREEMENT

Parties

The parties to this agreement are VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY, (Virginia Tech) and the ESTONIAN ACADEMY OF ARTS (Academy)

Purpose

The purpose of this document is to set forth the agreements concerning the formation of a Consortium for an Architectural Studies Center (Center) to be located at the Virginia Tech’s Alexandria facility, 1001 Prince Street, Old Town Alexandria, Virginia, 22314.

Period of Agreement

The period of this agreement shall be for five calendar years. This agreement shall commence on [start date] and be in effect until [end date]. This agreement can be extended by common agreement of both parties for additional five-year increments by a written letter of understanding.

Virginia Tech Responsibilities

Virginia Tech assumes the responsibility for the following as a part of their acceptance of this agreement:

1. Providing faculty office areas, student studio stations, utilities and maintenance (heat, air conditioning, water, lights, and trash removal) for Academy for all academic activities within the Center.

2. Providing Academy students with reasonable access and use of total Center facilities including darkrooms, shops, library, video equipment, and computer labs.

3. Providing Academy faculty with reasonable secretarial support, Xerox facilities (up to 1,000 copies per semester), word processor and computer time.

4. Providing Academy basic telephone service. Long distance service by faculty or students from Academy will be documented on the telephone system and will be billed on a cost-reimbursable basis.

5. Providing Academy faculty with an option to lease, for additional cost, a residential unit in the Virginia Tech Foundation’s apartment building at 207 S. Patrick Street. The unit will be of the one-bedroom type, normally furnished with one off-street parking space. Utilities and basic furniture are included, but telephone service must be arranged individually by each tenant.

6. Providing Academy students access to the Virginia Tech apartment building (2 spaces guaranteed each semester). Utilities and basic furniture are included, but telephone service must be arranged individually by each tenant.

7. Providing Academy students with access to all classes and instructional seminars as part of the Consortium at the Center. Forwarding all grades and academic assessments to Academy at the end of each semester.

Invent the Future

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Academy Responsibilities

Academy assumes responsibility for the following as a part of this agreement:

1. Providing Virginia Tech with payments as detailed in the schedule below for services to be rendered by Virginia Tech under this agreement. These payments shall be made payable to: Treasurer of Virginia Tech and forwarded to Marty Simpson, Virginia Tech, 202 Cowgill Hall, Blacksburg, Virginia 22406-0205 or paid at the Alexandria Center to Prof. Henry Hollander.

2. Leasing, at its option, one unit in the Foundation's apartment building at 207 S. Patrick Street for faculty use and forwarding those payments as scheduled by the Foundation lease at the time of rental.

3. Providing no more than a total of 2 students at the Center during any academic period: Students are encouraged to stay the entire year but may stay one semester. No more than 2 students are to be in residence at any one time unless allowed by special permission of the Center Director. All students must be 21 years of age or older and must be registered at Academy. All students must be at least in the fourth year of architectural studies or above.

4. Students and faculty coming from the Academy will be granted J-1 visas with the inclusion of Curricular Practical Training as well as the opportunity of Post Academic Training after the educational period in accordance with all applicable J-1 visa stipulations.

5. Allowing up to 2 students at any one time to rent space in the Foundation's apartment building at 207 South Patrick Street for dormitory use. All student rentals are to be the responsibility of the students individually and all payments are to be scheduled as stipulated by the Foundation lease at the time of rental.

7. Providing a faculty member from Academy for one of the ten semesters during the agreement. The faculty is to be full time, able to teach at the graduate level in architectural design and fluent in English. All costs, salaries, and travel expenses of the faculty are to be the responsibility of Academy. If a faculty member is not provided from Academy during the period of the agreement, an additional payment of $250 per student per semester will be assessed and paid by Academy to Virginia Tech, total sum not to exceed $5000.00.

Payment Schedule

Payments from Academy to Virginia Tech under this agreement will be structured based on the number of students from Academy during each semester. The sum of $1500.00 per student per academic year ($750.00 per semester) will be assessed each semester for payment to Virginia Tech within 30 days after the beginning of the semester. These payments are to be the responsibility of Academy but may be paid by each student from Academy individually within 30 days after the beginning of the semester.

Changes

No change to the terms of this agreement shall be effective until such change is reduced to writing and duly executed by both parties to this agreement.
Execution

In witness of their acceptance of the terms of this agreement, the parties have caused this agreement to be executed by their duly authorized representative.

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

By: ___________________________ Date: ___________________________
    Dean Paul Knox
    College of Architecture and Urban Studies

By: ___________________________ Date: ___________________________
    Washington-Alexandria Architecture Consortium
    Jaan Holt, Director

ESTONIAN ACADEMY OF ARTS

By: ___________________________ Date: ___________________________
    (signature shows on the original)

By: ___________________________ Date: 25.05.06

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