



COOPERATION AGREEMENT

Between:

The Canadian Evaluation Society (CES) – National Capital Chapter (NCC)
1485 Laperriere Ave., Ottawa, Ontario, K1Z 7S8

And

Performance & Planning Exchange (PPX)
1485 Laperriere Ave., Ottawa, Ontario, K1Z 7S8

(Collectively the “Associations”)

Date: April 2, 2020

The purpose of this Cooperation Agreement is to confirm the shared interest and desire of the Associations to formally engage in initiatives that mutually strengthen each other’s mandate and reach as not-for-profit associations.

This Cooperation Agreement is not intended to be legally binding, and therefore does not create any compulsory obligations or commitments between the Associations.

This Cooperation Agreement covers a period of five years (from 2020 to 2024), and will be revisited annually.

Associations ‘Mission and Vision

This Cooperation Agreement confirms recognition of the Associations’ overall vision and mission, and desire to foster an environment of open communication

and information exchange.

The Canadian Evaluation Society(CES) is bilingual, and in 2020, the National Capital Chapter (NCC) was the largest of the 11 regional chapters affiliated with CES. The NCC Chapter supports National CES objectives, CES's vision is "To advance excellence in evaluation across Canada and internationally". CES-NCC's mission centers on "promoting the development of evaluation theory and practice; leading the professionalization of evaluation; building awareness of evaluation and advocating for the use of quality evaluation".

PPX is an Ottawa based national not for profit organization. The vision of PPX is: "To be a Canada-based international centre of excellence for learning, sharing and developing expertise in performance and planning – including its measurement, implementation, public reporting and management."

Cooperation Agreement Objectives

The Cooperation Agreement's specific objectives aims at showcasing the Associations as thought and network leaders within their respective fields of expertise, advancing professionalization, and taking advantage of mutual communications capabilities to reach out and create greater proximity to and beyond membership.

The Associations aim at building greater capacity. This Cooperation Agreement is an opportunity for Associations to enlarge respective visibility in relevant fora and events; co-organize thematic events of interest (through hosting joint events such as webinars, joint learning and professional development events, or annual conference/symposium); promote membership, competencies, professionalization, and ethics and standards; provide ex-officio representation on each other's Board, support 'value' awareness among client-stakeholder and users; advertise professional development training opportunities; and show case expertise in evaluation and performance measurement.

The Associations may also undertake joint special initiatives and/or research activities of mutual interest and benefit. The Associations agree to engage in each other's major initiatives (e.g. CES National Conference, CES-NCC Annual Learning Event, and PPX Annual Symposium), as deemed relevant and appropriate.

Respect and Open Dialogue

Central to this Cooperation Agreement are the principles of respect and open dialogue. Within a context of transparency, the Associations are appreciated for the complementary of inputs and outputs they offer (e.g. information, financial, membership, professional development, technology, administration). The aim is to establish and maintain a high degree of trust between the Associations.

The strength of cooperation is based on the diverse perspectives offered by the Associations. In all instances the Associations will attempt to function in a collaborative manner and to avoid confrontation; however, the Associations understand that some disagreements can be constructive and produce positive outcomes

Research Engagement and Knowledge Mobilization

The Associations share a desire to produce high quality results and convene dynamic events for its respective membership(s). Further, the Associations share, promote, engage, and disseminate outcomes to the widest possible audiences that include, but are not limited to, academic organizations, private for-profit and not-for-profit entities, programs, policy-makers, and any other interested stakeholder. Ultimately, the collective goal is that knowledge be accessible for the benefit of all those who wish to access it.

Mutual Responsibilities

The Associations agree to fulfill the following mutual responsibilities:

- **Governance:** The Associations will designate one representative to sit on the other's Board in an ex-officio capacity.
- **Communications:** The Associations will designate one representative to process event-relevant promotional marketing materials, website and signage received from the requesting Association.
- **Administration:** Where the Associations share the same administrative service provider, the Associations will explore whether there are economies of scale that might be realized on the logistical side.
- **Membership:** The Associations are committed to encouraging membership in each other's organizations.
- **Credentials:** Where relevant, the Associations will encourage advocacy and promote the achievement of the highest professionalization, whether in performance measurement or evaluation (e.g. CES Credentialed Evaluator).
- **Competencies:** Where applicable, the Associations will encourage their respective members to adhere to professional competencies (e.g. CES evaluation competencies).

- **Professional Development:** The Associations may co-organize thematic events of mutual interest, through hosting joint events such as webinars, workshops, other joint learning and professional development events, or annual conference/symposium.
- **Ethical Codes and Standards:** The Associations will promote observance of professional codes of ethical conduct and standards (e.g. CES Evaluation Policy for Ethical Evaluation Practice and Standards, Canadian values and ethics codes, Canada wide environmental standards, and others).
- **Web Site Exposure:** The Associations will provide the other Association's linked logo and 50-word description to be included on the Associations' homepage and promotional material.
- **Online Event Listing:** Conferences, events and professional development opportunities will be listed as learning events on each Association's website.
- **Email Blast/Special Bulletin:** The Associations agree to promote each other's events, research, and professional development opportunities via communications to its members, with content, specifications, copy and artwork to be provided by the requesting Association.
- **Association Designation:** The Associations will be designated as an associate for relevant and appropriate events in promotional marketing materials, website and on-site signage.
- **Social Media:** Events, research, professional development opportunities will be promoted by the Associations. Confirmation dates and copy/graphics to be provided by sponsoring Association.
- **Events:** Within respective flexibilities, the Associations will make available one (1) tabletop exhibit space, free of charge at each other's sponsored events, including reference in any online exhibitor listing.
- **Conference Passes:** Within respective flexibilities, two (2) complimentary passes will be provided to the Associations sponsored events.

Governing Law

This Cooperation Agreement shall terminate at the earlier of: (i) five (5) years from the date of complete execution by the Associations; or (ii) three (3) months from the date should one Association decides to terminate by giving written notice to the other Association.

To the extent that any legal issue arises in connection with this Cooperation Agreement, it will be governed by and construed in accordance with the laws of Ontario.

Indemnification

Each party agrees to indemnify, defend, and hold the other harmless from any damages, expenses, and costs (including reasonable legal fees) arising from any claims of third parties in relation to such other party's publication of material generated or provided, including, but not limited to, copyright infringement, libel, infringement of a proprietary right, or invasion of privacy, arising out of any matter contained in such material or from the party's negligence or willful misconduct.

Limitation of Liability

Under no circumstances will either party be liable to the other for lost profits or other incidental or consequential damages, whether or not apprised of the possibility of such damages or lost profits.

AGREED by the Parties through their authorized signatories:

For and on behalf of the Canadian Evaluation Society – National Capital Chapter



Emily Brennan
President, CES-NCC-Date

For and on behalf of the Performance & Planning Exchange



Katie Brown,
President, PPX- Date