



**Utah State University**

EMMA ECCLES JONES

COLLEGE OF EDUCATION & HUMAN SERVICES

**Department of  
Psychology**

The following represents an agreement between the Society of Indian Psychologists (SIP) and the Utah State University Psychology Department (USU). This agreement is entered into and effective as of June 5, 2019.

### Event Information

Event Title	32nd Annual Convention American Indian Psychology and Psychology Graduate Students
Expected # Attendees	80-100
Event Locations	Bear Lake Training Center, Garden City, UT Taggart Student Center, USU, Logan, UT
Sponsoring Organizations	USU Department of Psychology and SIP

### Event Dates

Retreat	Friday - Sunday, June 21-23, 2019
Conference	Monday - Tuesday June 24-25, 2019

### UTAH STATE SERVICES

The Utah State University Psychology Department will provide or arrange through USU Conference Services the following services as outlined in this agreement.

- 1- Website for registration and its maintenance which includes, online registration and onsite staffing for registration
- 2- Logistics Planning & Execution of the conference which include:
  - Making available information about lodging for attendees
  - Arranging Lodging Accommodations and travel for the Keynote Speaker and the Medicine Person
  - Saturday night meal at the retreat. At the conference breakfast and lunch Monday and breakfast Tuesday
  - Arranging for parking at the conference
  - Costs for meeting rooms at the Taggart Student Center and the Bear Lake Retreat Center plus charges for any extra equipment
  - Other miscellaneous supplies such as certificates, name badges, pencils etc.
- 3- Financial and accounting Services to track the following:
  - Travel of the Keynote Speaker and Medicine Person

- Travel scholarships for students
- Honorarium for Medicine Person and Keynote Speaker
- Costs of the food for the Elected Officers meeting
- Costs for the food for the Student meeting if held

#### **SIP PAYMENT**

As part of this agreement, SIP agrees to pay for the following items within 45 days of receipt of the invoice:

- Travel of the Keynote Speaker(s) and Medicine Person/People
- Travel scholarships for students (see Appendix A for rules of the scholarship)
- Honorarium for Medicine Person/People and Keynote Speaker(s)
- Costs of the food for the Elected Officers meeting
- Costs for the food for the Student meeting if held

#### **MANAGEMENT TERMS**

##### **FORCE MAJEURE**

The performance of this agreement by either party, in part or in full, is subject to events or occurrences beyond their control such as, but not limited to, the following acts of God, war government regulation, terrorists acts, acts of foreign enemies, natural disaster, strikes, civil disorders, curtailment of transportation services or facilities or a similarly intervening cause beyond the control of either party making it illegal, impossible, or commercially impractical to hold the meeting at Utah State University or to provide the services outlined in this agreement.

##### **PAYMENTS**

Following the conference, an invoice of SIP's charges will be prepared along with supporting documentation and provided to them no later than 45 days after the end date of the conference. The invoice will be due within 45 days of the invoice date.

##### **INDEMNIFICATION**

SIP agrees to indemnify, protect, and hold harmless Utah State University and its trustees, officers, agents, employees, and students from any and all liability including claims, demands, losses, costs, damages and expenses of every kind and description (including death) or damage to persons or property, including but not resulting, directly or indirectly, from any act or omission of SIP, its agents or employees, or on account of injuries, death, or property damage arising out of activities of SIP as authorized by this agreement.


##### **CANCELLATION POLICY**

Should cancellation occur for any other reasons not outlined in the Force majeure section, cancellation of this agreement will be subject to the cancellation penalties outlined below.

In the event of cancellation by either party, written notification will be required. In the event of cancellation by SIP, USU would require and SIP would agree to pay for all direct expenses incurred to date that are part of SIP's agreed payment responsibility.

ACCEPTANCE

If the terms and conditions in this document are acceptable, please sign below and return this agreement. Upon receipt of the signed agreement, we will add our signature and return a copy to you for your records. Until a signed agreement is received, all arrangements are tentative.

_____ Authorized Representative of Utah State University	_____ Date
Gayle Morse, President 	6/6/2019
_____ Authorized Representative of Society of Indian Psychologists	_____ Date

# APPENDIX A

## SIP TRAVEL SCHOLARSHIPS

All applicants must be a student. Both undergraduate and graduate students can apply.

Legitimate costs can be mileage, airfare or shuttle service. Only food not provided at the conference will be considered reimbursable.

All applicants must provide a current mailing address and their social security number in order to be reimbursed. Information can be sent to Cara Brewer 2810 Old Main Hill, Logan, UT 84322 or [cara.brewer@usu.edu](mailto:cara.brewer@usu.edu) . We prefer that social security numbers not be sent over e-mail. Please call with your social security number at 435-797-1449

Scholarship Amounts are as follows:

Idaho, Utah, Wyoming, Colorado, Arizona, New Mexico and Nevada      \$100

Other western states and Vancouver      \$200  
i.e. North Dakota etc.

Anything on the East Coast      \$250