*The Letter of Commitment (LoCom) is a third-stage type of Memorandum of Understanding (MoU) which is legally binding, and establishes concrete expectations of financial and in-kind contributions from member parties in the Water Stewardship Partnership.*

*As the nature of each specific relationship within each partnership is unique, it is impossible to provide a generic template for such a document. However, LoComs generally include the following aspects, to be sure to cover all areas defining the obligations expected and the timing and nature of their delivery:*

1. Purpose of the LoCom
   1. Explanation of what this document does.
   2. Statement that this upholds wider partnership agreements and earlier agreements
2. Context of the Commitment Agreement
   1. Statement of local need to reduce water risks, community context, membership in partnership
   2. Explanation of sovereignty from other partners
3. Objectives of Partnership
   1. Signing parties pledge to work towards these aims
   2. Not to engage in activities counter to these aims
4. Expectations of engagement (Scope of work)
   1. Delineation of obligations regarding field of engagement, geography
   2. Specific work to be done
      1. Studies
      2. Assessments
      3. Interviews
      4. Education program in local schools
      5. Engaging the local community
      6. Building new irrigation infrastructure
   3. How will work be done
      1. Methods to be applied
      2. Time schedule for deliverables
      3. Funds to be allocated
   4. Reporting and Monitoring
      1. To whom will the partner report on progress?
      2. Expectations regarding participation in meetings, frequency of updates, etc.
      3. Person(s) directly responsible for coordinating with the party or person
5. Duration of agreement
   1. When are all obligations terminated?
   2. Under what situation can either party terminate or extend the agreement?
6. Statement that this agreement is legally binding.
7. Signatures, date