



Cindy Sheridan Murphy
Executive Director / Founder
<mailto:cindy@eachmomentwerealive.org>

Thank you for the opportunity to provide cancer support/wellness services to your employees. This letter of understanding provides a detailed summary of our proposed solutions to support your business objectives.

Value Proposition

Our business support model creates cost effective, personalized solutions that support and provide value for your employees and your human resources staff.

Each Moment We're Alive, Inc. is committed to ensuring that your investment in cancer support/wellness services delivers the expected results. Our quality management and reporting provide evidence of our performance.

Scope of Work

Each Moment We're Alive agrees to work with [CLIENT] to provide cancer support services to employees impacted by cancer. Specifically, Each Moment We're Alive will: provide:

- **Cancer Support Navigator**. Each Moment We're Alive, Inc. (EMWA) will work in association with your HR staff to provide personalized phone-based support for employees impacted by cancer, providing essential and timely information, serving as referral resource, and advocate.
- **Employer Workshops** Conduct two on-site or zoom workshops annually to help manager's work more effectively with employees coping with cancer treatment and survivorship. *Minimum of 25 employees
- **Cancer Support Sessions**. Free attendance and participation in Each Moment We're Alive weekly cancer support sessions.
- **Cancer Survivorship Program**. Unlimited participation in the Living a New Day, Eight Week, Personalized Cancer Survivorship Program.

Attendance at Cancer Support sessions and the LAND Program may be aligned by such factors as gender, cancer type etc. to encourage open dialogue and discussion specific to them.

Furthermore, Each Moment We're Alive agrees to provide quarterly detailed progress reporting of coaching interactions. In addition, you may request an update at any time. This allows you to have access to tangible results demonstrating a return on investment for these support services.

Service Method

To ensure your company and impacted employees receive excellent service, we recommend the following as appropriate:

1. **Referral**
When [CLIENT] is made aware of an employee who has cancer, the benefits department may refer the employee to Each Moment We're Alive Cancer Support Navigator program.
2. **Initiate Services**
The [CLIENT] employee will self-select the level of support services required as they progress through the continuum of care, diagnosis, treatment, and survivorship.



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3. Reporting

Quarterly reports are sent to the appropriate [CLIENT] contact as directed by [CLIENT].

Cancer Support/Wellness Fees

Each Moment We're Alive Inc. provides its cancer support/wellness services based upon the size of the client company based upon the following schedule:

Number of Employees	Per Employee Per Year
<250	\$24.00
250 - 500	\$16.00
501 - 1000	\$12.00
1001 +	\$7.20

Terms of agreement

This Agreement provides pricing and delivery information for cancer support and wellness services for a period of three years from the date above. The agreement will automatically renew for successive two-year periods unless otherwise specified by either party in writing with thirty-day notice. In return, your will list your company logo and contact information will be listed on Each Moment We're Alive's employer members page on our website.

Payments are to be paid at the beginning of the quarter and will be based upon the number of employees as of the last day of the preceding quarter.

Each Moment We're Alive, Inc.

Client

Signed

Dated

Signed

Dated

Printed Name

Printed Name

Title

Title