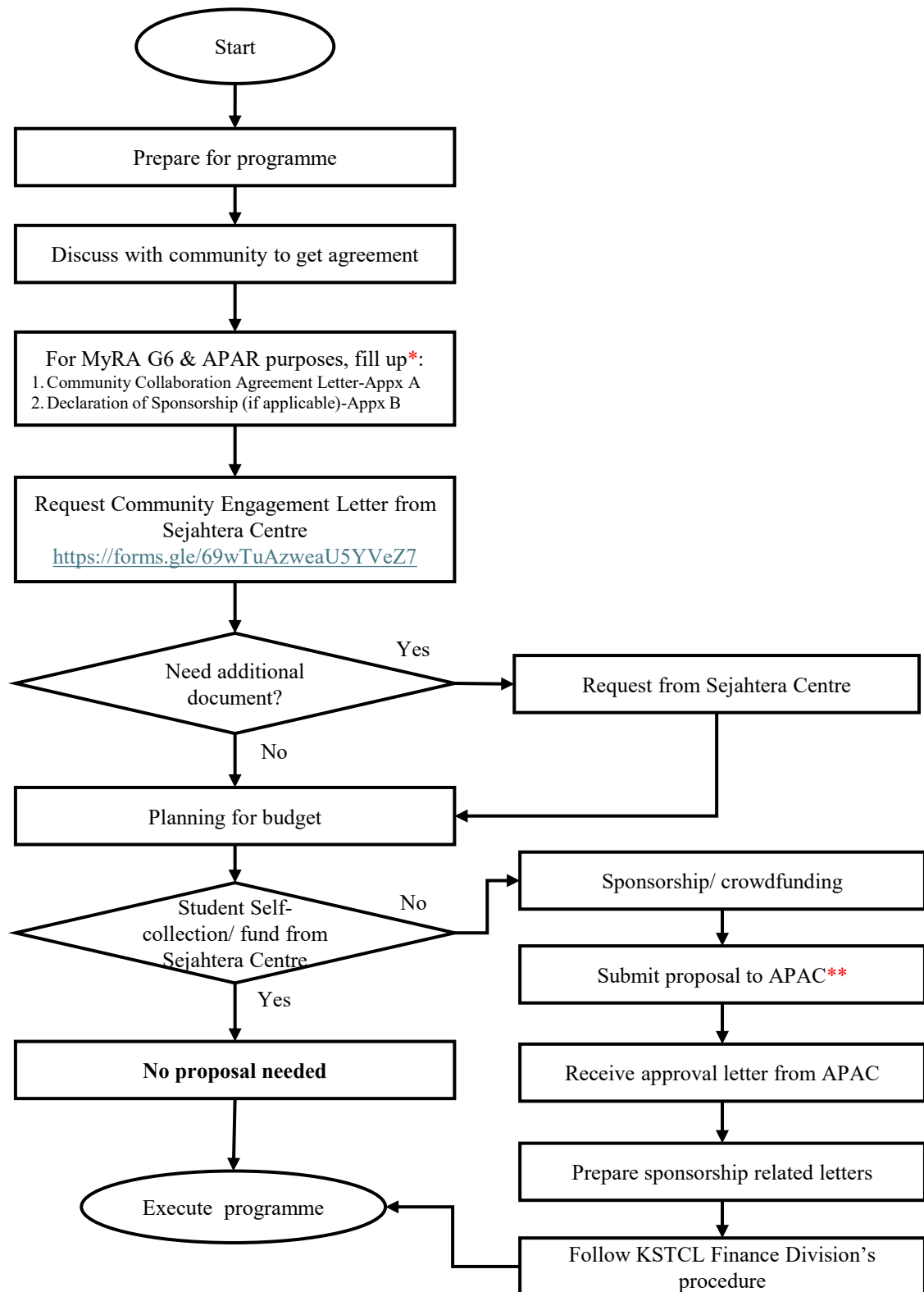


## Process Flow For Usrah In Action 1 & 2 Site Visit/ Community Programme And Project Execution (Pagoh Campus)



### Note:

\*The Community Collaboration Agreement letter and Declaration of Sponsorship letter is an initiative from KSTCL to assist community engagement project leader to have a proper documentation and evidence of community engagement project for APAR and MyRA purposes.

\*\*Approval from APAC is only required when the programme seek external funding such as sponsorship and crowdfunding. The proposal to APAC is to obtain permission to receive external resources, not to seek approval for the programme execution.

Approval for conducting UIA programme is already granted once the section obtains the Community Engagement Letter from Sejahtera Centre requested through this link <https://forms.gle/69wTuAzweaU5YVeZ7>.

Appendix A – Community Collaboration Agreement Letter

Version: CE/CA/01  
Revision No.: 01  
Effective Date: 24th Oct 2025

.....  
(Name of project leader/ *Nama ketua projek*)  
**Kulliyyah of Sustainable Tourism and Contemporary Languages**  
*Kulliyyah Pelancongan Mampan dan Bahasa Kontemporari*  
**International Islamic University Malaysia**  
*Universiti Islam Antarabangsa Malaysia*  
**Pagoh Edu Hub**  
**84600 Muar**  
**Johor**

السلام عليكم ورحمة الله وبركاته

Sir/Madam,  
*Tuan/Puan,*

**COMMUNITY COLLABORATION AGREEMENT FOR UNIVERSITY-COMMUNITY ENGAGEMENT PROJECT**

*PENGESAHAN KOLABORASI KOMUNITI BAGI PROJEK LIBATSAMA UNIVERSITI-KOMUNITI*

With due respect, I refer to the above matter.  
*Dengan hormatnya saya merujuk kepada perkara diatas.*

2. I hereby confirm that I, as the .....  
*Adalah dimaklumkan bahawa saya sebagai* (Position/ *Jawatan*)

**Agree/ Do not agree** to be involved as the **Target Community** in the Community Engagement Project led by  
*Bersetuju/ Tidak Bersetuju* *terlibat sebagai Komuniti Sasaran dalam Projek Libatsama Komuniti yang diketuai oleh*

..... **entitled**  
(Name of leader from IIUM/ *Nama ketua dari IIUM*) *yang bertajuk*

.....  
(Title of project/ *Tajuk projek*)

Name of Community Leader :  
*Nama Ketua Komuniti*

Contact Number & Email :  
*No. Tel & Emel*

Name of Community :  
*Nama Komuniti*

Signature :  
*Tandatangan*

Position & Official Stamp :  
*Jawatan & Cop Rasmi*

Date :  
*Tarikh*

## Appendix B – Declaration of Sponsorship for Community Engagement Project

Version: CE/DESP/01  
Revision No.: 00  
Effective Date: 21st Nov 2025

.....  
(Name of project leader/ *Nama ketua projek*)

Kulliyyah of Sustainable Tourism and Contemporary Languages

*Kulliyyah Pelancongan Mampan dan Bahasa Kontemporari*

International Islamic University Malaysia

*Universiti Islam Antarabangsa Malaysia*

Pagoh Edu Hub, 84600 Muar

Johor

السلام عليكم ورحمة الله وبركاته

Sir/Madam,

*Tuan/Puan,*

### DECLARATION OF SPONSORSHIP FOR THE UNIVERSITY-COMMUNITY ENGAGEMENT PROJECT

*AKUAN PENAJAAN BAGI PROJEK LIBATSAMA UNIVERSITI-KOMUNITI*

With due respect, I refer to the above matter.

*Dengan hormatnya saya merujuk kepada perkara diatas.*

2. I hereby confirm that I, as the .....

*Adalah dimaklumkan bahawa saya sebagai*

(Position/ *Jawatan*)

AGREE/ DO NOT AGREE

*BERSETUJU/ TIDAK BERSETUJU*

to provide sponsorship for the Community Engagement Project led by

*untuk memberi penajaan kepada Projek Libatsama Komuniti yang diketuai oleh*

.....  
(Name of leader from IIUM/ *Nama ketua projek dari IIUM*)

entitled  
*yang bertajuk*

.....  
(Title of project/ *Tajuk projek*)  
.....

3. The details of the sponsorship are as specified below:

*Perincian penajaan adalah seperti berikut:*

<input type="checkbox"/>	Financial <i>Kewangan</i>	Amount/ <i>Jumlah</i> : RM.....
<input type="checkbox"/>	Non-Financial/ <i>Bukan kewangan</i>	Specify/ <i>Sila nyatakan:</i>

Name & Position of Community Leader :

*Nama & Jawatan Ketua Komuniti*

Contact Number & Email :

*No. Tel & Emel*

Name of Community :

*Nama Komuniti*

Signature & Official Stamp :

*Tandatangan & Cop Rasmi*

Date :

*Tarikh*