

## Staff Report

**Subject:** Memorandum of Understanding (MOU) with the UGA Extension

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**Department:** County Manager; Procurement

**Meeting Date:** October 7<sup>th</sup>, 2025

**Item Description:** Consideration to approve the updated 2025 Memorandum of Understanding (MOU) between Effingham County and the University of Georgia (UGA) Cooperative Extension for the provision of educational and outreach services, including support for agriculture, environment, family and consumer sciences, and 4-H youth development.

**Summary Recommendation:** Staff recommends approval of the 2025 Memorandum of Understanding with the UGA Cooperative Extension as presented.

### Executive Summary/Background:

Effingham County has maintained a long-standing relationship with the University of Georgia Cooperative Extension to provide essential community education and outreach services. The Cooperative Extension offers programs and support in the areas of:

- Agriculture and natural resources
- Family and consumer sciences
- 4-H youth development
- Environmental stewardship

The 2025 MOU outlines updated operational and personnel responsibilities for both parties. Key elements include:

- UGA Extension remains the employer of record for County Extension personnel under the Cooperative Contract Pay model.
- The County will reimburse UGA Extension for its proportionate share of salaries and benefits based on an annual financial agreement.
- The County will continue to provide suitable office space, IT infrastructure, and funding for operational supplies and travel expenses.
- The MOU specifies roles for personnel, IT, finance, and HR contacts on both the County and UGA sides.

This agreement is consistent with prior MOUs and supports the County's continued commitment to local Extension services.

Approved to form by the County Attorney.

### Alternatives for Commission to Consider:

1. Approve the 2025 Memorandum of Understanding with UGA Cooperative Extension.
2. Do not approve the MOU and request revisions.
3. Table the item and request further clarification from UGA Extension or County staff.

**Recommended Alternative:** 1

**Other Alternatives:** 2, 3

**Department Review:** Procurement, County Manager, County Attorney

**Funding Source:** Capital Improvement Budget FY26

**Attachments:** 2025 Memorandum of Understanding – Effingham County & UGA Cooperative Extension