

**COOPERATIVE EXTENSION  
MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding entered this 28 day of Nov., 1990, by and between Colorado State University Cooperative Extension, hereinafter referred to as "Extension": and the County of Huerfano, State of Colorado, hereinafter referred to as "County", for Cooperative Extension Programs.

**WITNESSETH THAT:**

WHEREAS, County desires to participate in the educational programs as authorized by the Smith-Lever Act, as amended, and other acts supporting Cooperative Extension programs which include the conduct of Extension programs and dissemination of relevant research findings in agriculture and related fields, home and family living, and 4-H and youth in the county; and,

WHEREAS, Extension is authorized by State and Federal law to conduct Cooperative Extension educational programs in the State of Colorado; and,

WHEREAS, Extension programs are developed in response to local needs, based on advice from a County Extension Advisory Committee; and,

WHEREAS, Extension and County desire to enter into this Memorandum of Understanding as a master document to set out the nature of the program and the relationship of the parties:

NOW, THEREFORE, the parties do hereby agree to expend their best efforts to conduct and support a Cooperative Extension program under the following terms and conditions:

Section 1. County agrees:

(a) To furnish suitable office space, and pay the essential costs of utilities, travel, office expense, supplies and equipment needed in the conduct of Cooperative Extension programs in the county.

(b) To provide by reimbursement to Extension, the applicable amount of the professional staff funding based on a formula developed and updated annually, approved by the State Board of Agriculture, to provide for increased funding to match the Long Appropriations Bill as determined by the State Legislature.

(c) To provide necessary and adequate clerical and secretarial personnel.

(d) To submit to the Director of Colorado Cooperative Extension a copy of the county budget approved for items (a), (b) and (c) above. The budget will be certified as true and correct by the responsible county officer and will be submitted prior to the beginning of each calendar year.

(e) To annually review this MOU at the beginning of each calendar year and affirm or appoint members of the County Extension Advisory Committee.

(f) To participate in the selection procedure of professional Extension staff for the county in accordance with Colorado State University Cooperative Extension Personnel Policies and Procedures.

Section 2. Extension agrees:

(a) To provide leadership and administration of programs and staff of Colorado State University Cooperative Extension.

(b) With the approval of the county, recruit, appoint and supervise professional staff to serve in the county.

(c) To provide qualified state and regional specialists that are available to train and assist county staffs in the conduct of county extension educational programs.

(d) To provide by direct payment to professional staff, the total professional staff salary that includes the formula as described in 1 (b).

(e) To provide payment of all employer fringe benefit costs.

Section 3. Extension and County mutually agree:

(a) To place in the county, and support in accord with this MOU, 1 FTE professional staff, using a staffing index as a guide.

(b) That the personnel costs of this staff (Section 3(a)) will be provided by the parties as described in Section 1 (b) and 2 (d) above. This agreement will in no way limit either party at their sole discretion from employing additional professional or paraprofessional personnel in the County Extension Office at their own expense.

(c) To notify the other party in writing at least sixty (60) days prior to any expected major change in program which would affect the professional personnel or support of the program.

(d) Colorado State University Cooperative Extension, as a publicly funded educational organization, operates in compliance with the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and as such, all programs, activities and employment opportunities are available without regard to race, color, national origin, sex, religion, age or disability.

Section 4.

This Memorandum of Understanding shall remain in full force and effect from year to year until terminated by either party by written notice given sixty (60) days prior to the anticipated time of termination.

IN WITNESS WHEREOF, the parties hereto have set their hands as indicated below:

BOARD OF COUNTY COMMISSIONERS OF HUERFANO COUNTY

ATTEST:

Albert P. Vigil      11/28/90  
County Officer      Date

José E. Sandoval      11/29/90  
Commissioner, Chair      Date

Henry Corn  
Commissioner

William R.  
Commissioner

COLORADO STATE UNIVERSITY  
COOPERATIVE EXTENSION

ATTEST:

Gail Shellberg      12/10/90  
Assistant to the Director      Date

Milva A. Rumbos      12/10/90  
Director      Date