



Memorandum of Understanding

This Memorandum of Understanding is made on December 4, 2008, by and between the Indian River County Extension Service and the Indian River County 4-H Foundation, Inc.

This memorandum is designed to reflect the understanding between **4-H**, the youth development program of the Cooperative Extension System of the University of Florida, the USDA Cooperative State Research, Educational, and Extension Service and Indian River County, hereinafter “4-H,” and the **Indian River County 4-H Foundation, Inc.**, a private, non-profit entity organized to support 4-H in Indian River County, hereinafter “Foundation.”

4-H and the Foundation, the parties to this memorandum of understanding, have in common the overall objectives of helping 4-H members reach their fullest potential; expanding the number and quality of 4-H programs in Indian River County; fostering mental, physical, social, spiritual and all other aspects of youth development.

BENEFICIARIES

The individuals benefitting from funds disbursed from the Foundation shall include but not be limited to: youth currently enrolled in 4-H who are “members in good standing”; recent graduates of the 4-H program enrolled in an accredited institution of higher education; 4-H volunteers; individuals whom either 4-H or the Foundation from time to time wish to recognize for their contributions to the 4-H program, and all other individuals the Foundation deems necessary or proper to support.

The groups benefitting from funds disbursed from the Foundation shall include but not be limited to: Chartered 4-H Clubs, 4-H-related special project funds, Extension advisory groups, and all other groups the Foundation deems necessary or proper to support.

AGREEMENTS

4-H AGREES:

- (1) To exercise sole administrative leadership for 4-H and Extension programs in Indian River County.
- (2) To conduct the program in accordance with the provisions of the Smith-Lever Act as amended, and all applicable state statutes and local laws. The 4-H program shall be available to youth from ages 5 – 19 and shall not illegally discriminate against its participants based upon race, sex, religion, national origin, disability or sexual orientation.
- (3) The supervision and administration of the 4-H Name and Emblem will be in accordance with the federal law, regulations and guidelines regarding use of the 4-H Name and Emblem.

- (4) To provide the educational program and the criteria for the programming of 4-H events, actives, and contests.
- (5) To annually submit a budget of 4-H programming needs for the upcoming fiscal year.

FOUNDATION AGREES:

- (1) To promote the educational objectives of the Indian River County 4-H Club program under the direction of the Florida Cooperative Extension Service, University of Florida.
- (2) Use the 4-H Name and Emblem in accordance with the federal law, regulations, and guidelines regarding the use of the 4-H Name and Emblem.
- (3) To provide the current Indian River County 4-H Extension Agent an ex officio position on the Foundation's Board of Directors.

MEETINGS & FINANCIAL REPORTING

- (1) To accomplish the purpose and objectives set forth in this Memorandum of Understanding, the parties shall meet at least four (4) times annually.
- (2) The Foundation shall receive, hold, invest, and administer property, and make expenditures benefitting Indian River County 4-H program in accordance with rules of 4-H, the Cooperative Extension Service, and the State of Florida.
- (3) Nothing in this Memorandum of Understanding shall be deemed a commitment or obligation of funds from either party. The parties acknowledge that all or any financial arrangements are dependent upon the availability of funds.
- (4) The Foundation shall require that all checks have a countersignature.
- (5) At the request of 4-H, the Foundation shall submit annually, or from time to time, for a financial audit by an individual or institution of 4-H's choosing.

DURATION

This memorandum shall remain in effect indefinitely, or until terminated by either party with 30-day written notice. This memorandum may be amended or varied from time to time if such amendment or variation is evidenced in writing and signed by authorized agents of both parties.

Indian River County 4-H Foundation President Date

Adam Cletzer, 4-H Extension Agent Date