

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION authorizing the County Executive to execute a Cooperative Agreement with the University of Missouri Extension Council of Jackson County to assist in providing secretarial salaries, office facilities, telephone, postage, travel, equipment, printing, and supplies to support extension staff in programs and services for citizens of Jackson County, at a cost to the County not to exceed \$175,280.00.

RESOLUTION #16793, January 13, 2009

INTRODUCED BY Greg Grounds, Theresa Garza Ruiz, County Legislators

WHEREAS, the County recognizes its statutory obligation to the university extension program under section 262.597, RSMo 2000; and,

WHEREAS, the County and the University of Missouri Extension Council of Jackson County propose to enter into a Cooperative Agreement, whereunder the County will assist the Council in providing secretarial salaries, office facilities, telephone, postage, travel, equipment, printing, and supplies to support the Council's staff in programs and services for citizens of Jackson County; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive is authorized to execute a Cooperative Agreement on behalf of the County with the University of Missouri Extension Council of Jackson County, in a form to be approved by the County Counselor, at a cost to the County not to exceed \$175,280.00; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment, on the agreement.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

[Signature] Chief Deputy County Counselor [Signature] County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #16793 of January 13, 2009, was duly passed on January 13, 2009 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 6 Nays 1
Abstaining 0 Absent 2

1-14-09
Date

[Signature]
Mary Jo Spino, Clerk of Legislature

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 002 8001 56789
ACCOUNT TITLE: Health Fund
University of Missouri Extension Center
Outside Agency Funding
NOT TO EXCEED: \$35,000.00

ACCOUNT NUMBER: 003 8001 56789
ACCOUNT TITLE: Park Fund
University of Missouri Extension Center
Outside Agency Funding
NOT TO EXCEED: \$140,280.00

1/8/09
Date

[Signature]
Director of Finance and Purchasing

COOPERATIVE AGREEMENT

AN AGREEMENT by and between Jackson County, Missouri, a Constitutional Home Rule County, hereinafter called "County" and the University of Missouri Extension Council of Jackson County, 1501 NW Jefferson, Suite 110, Blue Springs, MO 64015, a Missouri not-for-profit organization, hereinafter called "Council."

WHEREAS, the County recognizes its statutory obligations to the extension program under Section 262.597, et seq., RSMo 2000; and,

WHEREAS, the University of Missouri Extension Council of Jackson County provides secretarial salaries, office facilities, telephone, postage, travel, equipment, printing, and supplies to support extension staff in programs and services for citizens of Jackson County;

NOW THEREFORE, in consideration of the foregoing and the terms and provisions herein contained, the County and the Council respectively promise, covenant and agree with each other as follows:

1. **Services Provided.** Council agrees to provide secretarial salaries, office facilities, telephone, postage, travel, equipment, printing, and supplies to support extension programs and services for citizens of Jackson County, in accordance with the proposal and budget attached hereto as Exhibit A.

2. **Terms of Payment.** The County agrees to pay to Council the amount of \$175,280.00, in quarterly installments of \$43,820.00 each. The first payment shall be made upon execution of this Agreement. The remaining payments shall be made upon the County's receipt of the reports required under paragraph 3, below.

FILED
APR 03 2009
MARY JO SPINO
COUNTY CLERK

3. **Reports.** Within 30 days after the conclusion of each calendar quarter under this Agreement, the Council shall submit a quarterly report, including canceled checks and invoices, and any other documents requested by the Director of Finance and Purchasing, to establish that the funds provided pursuant to this Agreement were used for the purposes set forth herein. The last quarter's report shall include an annual report which shall summarize all of the Council's activities pursuant to this Agreement. The Council's failure to submit this annual report shall disqualify the Council from future funding from the County.

4. **Audit.** The County further reserves the right to examine and audit, during reasonable office hours, the books and records of the Council pertaining to the finances and operations of the Council.

5. **Default.** If the Council shall default in the performance or observation of any term or condition of this Agreement, the County shall give the Council written notice setting forth the default and the correction required. If said default shall continue by the Council, and not be corrected within 10 days of the receipt of the notice, the County may at its election terminate the contract and withhold any payments not yet made to the Council. Said election shall not in any way limit the County's rights to seek legal redress.

6. **Conflict of Interest.** The Council warrants that no officer or employee of the County, whether elected or appointed, shall in any manner whatsoever be interested in or receive any benefit from the profits or emoluments of this contract.

7. **Term.** This Agreement shall be effective January 1, 2009, and shall terminate on December 31, 2009.

8. **Liability and Indemnification**. No party to this Agreement shall assume any liability for the acts of any other party to this Agreement, its officers, employees or agents and Council shall indemnify, defend and hold the County harmless from any and all claims, liabilities, damages, costs (including reasonable attorney's fees directly related thereto) including but not limited to violation of civil rights and/or bodily injury to or death of any person and for damage to or destruction of property if and to the extent caused by the negligence, willful misconduct or omissions of Council during the performance of this Agreement.

9. **Incorporation**. This Agreement incorporates the entire understanding and agreement of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement this 3 day of April, 2009.

APPROVED AS TO FORM:

Mark S. Jones
Mark S. Jones
County Counselor

JACKSON COUNTY, MISSOURI

By: Michael D. Sanders
Michael D. Sanders
County Executive

ATTEST:

Mary Jo Spino
Mary Jo Spino
Clerk of the Legislature

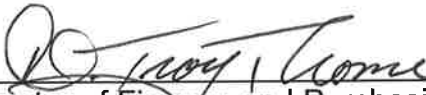
UNIVERSITY OF MISSOURI EXTENSION
COUNCIL OF JACKSON COUNTY

By: Carol J. Mays
Chairman, Extension Council
44-0602985
Fed. I.D. or S.S. #

REVENUE CERTIFICATE

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this contract is chargeable, and a cash balance otherwise unencumbered in the treasury from which payment is to be made, each sufficient to meet the obligation of \$175,280.00 which is hereby authorized.

3/31/09
Date


Director of Finance and Purchasing
Account No. 002-8001-56789 \$35,000
003-8001-56789 140,280
80012009001

Section C: Individual Program Budget

Complete a separate program budget for each program your agency is applying for funding. Program Name, Priority, and Total Program Request Amount from this sheet must match information entered under Section A, page 1.

Agency Name: _____

Program Name: MU Extension **Priority:** 1

Personal Services	
Name, Title, No. of Employees	
Secretary/Receptionist - 2 FTE - One at each office	
4-H Secretary - 1 FTE	
Bookkeeper/Administrative Secretary	
Salary	\$ 85,000
Benefits	\$ 10,200
Total Personal Services \$ 95,200	

Contractual Services	
Rent for Two Offices	\$ 59,000
Phone Service	\$ 3,000
Copier Lease/Service	\$ 2,500
	\$ -
	\$ -
	\$ -
Total Contractual Services \$ 64,500	

Supplies	
General Office, Janitoria and Program Supplies	\$ 3,580
Travel/Mileage for 21 employees to do programs in the community	\$ 12,000
	\$ -
	\$ -
	\$ -
	\$ -
Total Supplies \$ 15,580	

RECEIVED

JAN 09 2009

JACOBSON
AUDITOR'S OFFICE
KANSAS CITY, MISSOURI

Total Program Request \$ 175,280



OUTSIDE AGENCY FUNDING REQUEST FORM 2009 BUDGET

415 E 12th Street, 2nd Floor
Kansas City, MO 64106

Email: auditor@jacksongov.org

09/09/2008

Section A: Organization or Agency Information	page 1
Section B: Agency's 2008 and 2009 Revenue Information	page 2
Section C: Individual Program Budget	page 3
Section D: Program Information	pages 4 - 7

Section A: Organization or Agency Information

Name:	University of Missouri Extension/Jackson County	
Address:	1501 NW Jefferson Suite 110, Blue Springs, MO 64015	
Phone No:	816-252-5051	Fax: 816-252-5575
Website Address:	http://extension.missouri.edu/jackson	
Federal Tax ID No:	44-0602985	Fiscal Year Cycle: FY09
Name and Title of Contact Person:	Cynthia Zluticky	
Phone No:	816-252-5051	Email Address: zlutickyc@missouri.edu
Submittal of this request has been authorized by:	Univ. of Missouri Extension Council of Jackson County	

Summary of Jackson County Funding Request by Program

Program Name <i>(please prioritize with number 1 being most important)</i>		Amount
1. University of Missouri Extension Program	\$	211,440
2.	\$	-
3.	\$	-
Total Jackson County Funding Request for All Programs		\$ 211,440

Section B: Agency's 2008 and 2009 Revenue Information

Agency's 2009 Revenue Information			
Funding Entity	Agency's 2009 Total Projected Revenue Source You Will Request 2009 Funding From	Projected Amount	% of Total Revenue
Federal	Family Nutrition Education Program- Goes to Uni	\$ 630,360	0.265169553
State	University of Missouri - stays at University, Salaries	\$ 1,102,820	0.463916311
Jackson County		\$ 211,440	0.088945127
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations	Grants and Donations to Extension Council	\$ 53,000	0.022295175
Fundraisers	Program and Service Fees to Extension Council	\$ 25,000	0.010516592
Other	Contract with LINC for 4-H Afterschool - University	\$ 354,576	0.149157242
2009 Total Projected Revenue		\$ 2,377,196	

Agency's 2008 Revenue Information			
Funding Entity	Agency's 2008 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal	FNEP Grant - Goes to University	\$ 612,000	0.266916719
State	University of Missouri - Salaries - stays at Univ.	\$ 1,012,201	0.441459755
Jackson County		\$ 165,280	0.07208496
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations	Grants & Donations to Extension Council	\$ 153,465	0.066931984
Fundraisers	Program and Service Fees to Ext. Council	\$ 23,600	0.010292867
Other	Local Investment Commission - to University	\$ 326,304	0.142313714
2008 Total Revenue		\$ 2,292,850	

If your agency received funding from Jackson County in 2008, please identify the funding source, amount, and program name below.

Jackson County Funding Source	Yes	No	Amount	Program Name
COMBAT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Mental Health Levy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Board of Services for Developmentally Disabled	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Domestic Violence Board	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Housing Resources Commission	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Outside Agency Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 165,280	MU Extension
2008 Total Jackson County Funding			\$ 165,280	

Section C: Individual Program Budget

Complete a separate program budget for each program your agency is applying for funding.
 Program Name, Priority, and Total Program Request Amount from this sheet must match
 information entered under Section A, page 1.

Agency Name: *University of Missouri Extension Council of Jackson County*

Program Name: _____ Job Position: _____ Priority: _____

Personal Services	
Name, Title, No. of Employees	
Secretary/ Receptionist - 2 FTE - One at each office	
4-H Secretary - 1 FTE	
Bookkeeper/ Administrative Secretary	
Janitorial	
Salary	\$ 102,766
Benefits	\$ 17,270
Total Personal Services	\$ 120,036

Contractual Services	
Rent for Two Offices	\$ 66,904
Phone Service	\$ 3,000
Copier Lease/Services	\$ 3,500
	\$ -
	\$ -
	\$ -
Total Contractual Services	\$ 73,404

Supplies	
General Office, Janitorial and Program Supplies	\$ 4,000
Travel/Mileage for 21 employees to do programs in the community	\$ 14,000
	\$ -
	\$ -
	\$ -
	\$ -
Total Supplies	\$ 18,000

Total Program Request \$ 211,440

Section D: Program Information

*Complete each section for each program your agency is applying for funding.
All Program 1 information should be entered in the left column, all Program 2 information in the middle column, and all Program 3 information in the right column.*

Program 1 Name MU Extension	Program 2 Name	Program 3 Name
Proposed Program <i>Provide a brief description of the proposed program.</i>		
<p>Funds received from Jackson County provide office operation and general program support for MU Extension in Jackson County. Examples of programs performed with the support of Jackson County funds are described in the 2007 Annual Report and 2008 Plan of Work attached. These funds provide the direct costs of office rent and expenses, clerical salaries and benefits, telephone service, copier lease, office supplies and mileage, which are necessary to support the educational programs and services provided to the residents of Jackson County. Extension last year was able to leverage every \$1 invested by Jackson County into \$11.10 of funding from other sources.</p>		
Target Population <i>Provide a list of target audiences and demographics to be served by each program.</i>		
<p>Extension programs serve residents of all ages, racial and socio-economic groups in urban, suburban and rural Jackson County. Specifically targeted audiences include: Youth K-12 * 4-H Youth and Volunteers* Pregnant Teens* Youth and Families at Risk* Daycare Directors and Teachers* Parents* Families* Educators* Health Agencies* Aging Population* Consumers* Homeowners* Food Service Employees* Community Leaders* Community Groups* Government Workers* Decision-makers* Small Business Owners* Entrepreneurs* Displaced Workers* Fire, Police and Emergency Personnel* Agri-Business/Farmers</p>	<p>2007 Demographics of Extension Programs in Jackson County: 61.5% African American 32.6% Caucasian 13.6% Hispanic, .6% Native American, .6% Asian American, 4.7% Other</p>	

Service Delivery Area			
<p>The service area for our Extension programs is all of Jackson County. MU Extension is a statewide program with offices in every county of the state. Local funds support local operations. We have offices in both Kansas City and in Eastern Jackson County to provide better geographic access to services for the residents of Jackson County. We are delivering educational programs in all parts of Jackson County.</p>			
Programs			
Jackson	125,043 in 2007		
Clay/Platte			
Cass			
Johnson/ Wyandotte			
Other			

<p style="text-align: center;">2010-2011</p> <p style="text-align: center;">What is the purpose of the program? How will it be implemented? How will it be evaluated?</p>		
<p>Funds are used to support two offices located in Jackson County. One is in Kansas City, the other is in Blue Springs. Funding also supports the travel within the county for Extension Specialists, Educators and Associates to deliver program in the communities of Jackson County.</p>		
<p style="text-align: center;">2010-2011</p> <p style="text-align: center;">What are the objectives of the program?</p>		
<p>1. Be community link to the University of Missouri making land-grant university research accessible for citizens of Jackson</p>		
<p>2. Be the top community educational resource in the areas of Youth, Ag, Com.Dev., Consumer Family Science, and Business Dev.</p>		
<p>3. Provide quality information, education and recommendations which enhance the state's economy and individual's quality of life.</p>		
<p style="text-align: center;">2010-2011</p> <p style="text-align: center;">What are the methods of implementation?</p>		
<p>Partner with government agencies, non-profits, community organizations, educational institutions and businesses so that Extension can leverage resources, avoid duplication of services and extend the impact of programs. We utilize university resources and research-based information. Training and learning sessions use such formats as classes, workshops, seminars, courses, consultations, websites, presentations to groups, distance learning, demonstrations, business resource center, news articles, exhibit/displays, group facilitation, horticulture hotline, and guide</p>		

Evaluation		
<p>Describe how the address of each program goal is evaluated. Include performance indicators or standards you will use to demonstrate the success of each program.</p>		
<p>Written evaluations are used with training programs, projects, retreats and most group participation activities or programs. University of Missouri Extension uses the Outcome Based Measurement Model and Program Logic Models for all program areas. We have implemented an online reporting system which tracks program outcomes and participation.</p>		
Notification		
<p>How will you acknowledge and thank your sponsor's and the community for their funding efforts from Jackson County?</p>		
<p>Support from Jackson County is acknowledged in printed promotional materials. Whenever we are invited to speak about our organization, talk to the media about Extension or have a public Extension display we proudly acknowledge the vital funding we receive from Jackson County. It is clearly stated in our annual report.</p>		