

COOPERATIVE AGREEMENT

AN AGREEMENT by and between Jackson County, Missouri, hereinafter called "County" and the **UNIVERSITY OF MISSOURI EXTENSION COUNCIL OF JACKSON COUNTY**, 1106 W. Main Street, Blue Springs, MO 64015, a Missouri not-for-profit organization, hereinafter called "Council," to assist in providing various costs to support extension staff in programs and services for citizens of Jackson County, at a cost to the County not to exceed \$210,280.00

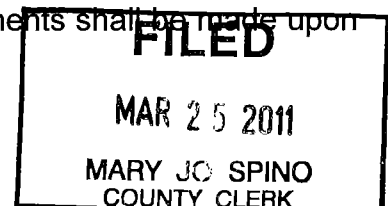
WHEREAS, the County recognizes its statutory obligations to the extension program under Section 262.597, et seq., RSMo 2000; and,

WHEREAS, 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 the 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 \$210,280.00, in quarterly installments of \$52,570.00 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.

3. **Reports.** Within 30 days after the conclusion of each calendar quarter, or within 30 days upon of execution of contract, whichever occurs first, under this Agreement, the Council shall submit a quarterly report, including cancelled checks and/or a copy of the face of the check and corresponding bank statements, invoices, and other documentation as 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. **Submission of Documents.** No payment shall be made under this contract unless the contracting agency shall have submitted to the County's Director of Finance and Purchasing (1) a written proposal setting out in detail the intended use of the County's funding, including the target population to be served; (2) the agency's IRS Form 990, from the previous fiscal or calendar year; (3) a statement of the agency's total budget for its most recent fiscal year; and, (4) a detailed explanation of actual expenditures of County funds (pertains to final payments and payments on contracts for future years.) If an agency has previously received County funding, to be eligible for future payments, an agency must submit either an audited financial statement for the agency's most recent fiscal or calendar year, by March 31 of the following year, or a certified public accountant's program audit of County funds, by January 31 of the following year. Any document described herein which was submitted to the Director of

Finance and Purchasing as a part of an application for funding need not be resubmitted to qualify for payment. No payment shall be made if the contract agency is out of compliance on any other County contract.

5. **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.

6. **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.

7. **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.

8. **Term.** This Agreement shall be effective January 1, 2011, and shall terminate on December 31, 2011.

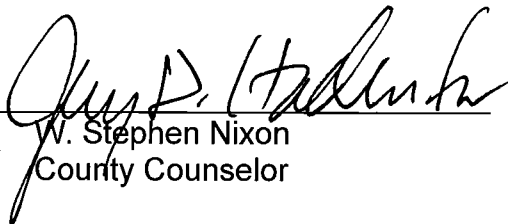
9. **Liability and Indemnification.** No party to this Agreement shall assume any liability for the acts of any other party to this Agreement, its officers, employees or agents and Council shall indemnify, defend and hold the County harmless from any and all claims, liabilities, damages, costs (including 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.

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

IN WITNESS WHEREOF, the parties have executed this Agreement this 25
day of March, 2011.

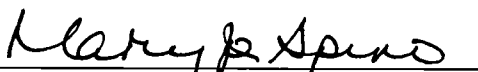
APPROVED AS TO FORM:

By: 
W. Stephen Nixon
County Counselor

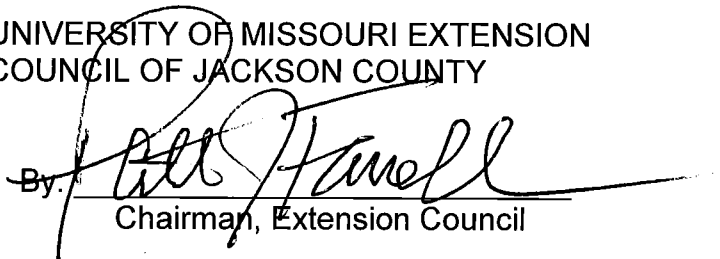
JACKSON COUNTY, MISSOURI

By: 
Michael D. Sanders,
County Executive

ATTEST:


Mary Jo Spino
Clerk of the Legislature

UNIVERSITY OF MISSOURI EXTENSION
COUNCIL OF JACKSON COUNTY

By: 
Chairman, Extension Council

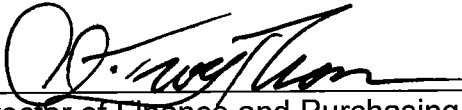
Fed. I.D. or S.S. #

Patrick Farrell

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 \$210,280.00 which is hereby authorized.

March 4, 2011
Date



Director of Finance and Purchasing
Account No. 002-8001-56789 78,978
003-8001-56789 131,302

80012011001



OUTSIDE AGENCY FUNDING REQUEST FORM 2011 BUDGET

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

Email: auditor@jacksongov.org

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Section A: Organization or Agency Information

Name: University of Missouri Extension/Jackson County

Address: 1106 West Main, 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: FY11

Executive Director: Cynthia Zluticky, County Program Director

Name and Title of Principal 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 Co.

Gloria Austin, Chair

Date:

9/16/2010

Section B: Agency's 2010 and 2011 Revenue Information

Agency's 2011 Projected Revenue Information

Funding Entity	Agency's 2011 Total Projected Revenue Source You Will Request 2011 Funding From	Projected Amount	% of Total Revenue
Federal	Family Nutrition Education Program- Goes to MU	\$ 876,576	36
State	University of Missouri Salaries- Stays at MU	\$ 892,471	36
Jackson County		\$ 266,830	11
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations	Grants & Donations To Extension Council	\$ 140,997	6
Fundraisers		\$ -	0
Other	Local Investment Commission Contract to MU	\$ 275,492	11
2011 Total Projected Revenue		\$ 2,452,366	

Agency's 2010 Revenue Information

Funding Entity	Agency's 2010 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal	Family Nutrition Education Program - Goes to MU	\$ 805,160	33
State	University of Missouri Salaries - Stays at MU	\$ 981,538	41
Jackson County		\$ 200,280	8
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations	Grants & Donations to Extension Council	\$ 122,510	5
Fundraisers		\$ -	0
Other (please list)	Local Investment Commission Contract-to MU	\$ 298,116	12
2010 Total Revenue		\$ 2,407,604	

If your agency received funding from Jackson County in 2010, 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"/>	\$ 200,280	MU Extension Program
2010 Total Jackson County Funding			\$ 200,280	

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Did your agency receive funding or resources in 2010 from either of the following?

Mid America Regional Council	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -
Harvesters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -

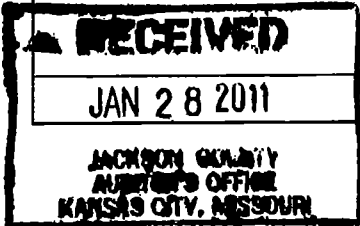
Section C: 2011 Program Budget

Complete a separate program budget for each program your agency is applying for funding.

Agency Name: University of Missouri Extension/Jackson County

Program Name: University of Missouri Extension Program

Personal Services			
For each salary request below please attach a job description or duties.			
Position / Title	Total Salary	% of Salary to be funded by Jackson Co.	Amount of Salary to be funded by Jackson County
Office Manager	29994	100%	\$ 29,994
Secretary/ Receptionist	22,714	100%	\$ 22,714
Secretary/Receptionist KC Office	25,605	100%	\$ 25,605
4-H Secretary	13,728	100%	\$ 13,728
Janitor	5184	100%	\$ 5,184
			\$ -
Total Salaries			\$ 97,225
Total Benefits			\$ 15,732
Total Personal Services			\$ 112,957
Contractual Services			
Rent for the Extension Offices in Blue Springs and Kansas City			\$ 66,023
Phone Service			\$ 3,300
Copier Lease			\$ 4,000
Audit			\$ 1,000
			\$ -
			\$ -
Total Contractual Services			\$ 74,323
Supplies			
General Office, Janitorial and Program Supplies			\$ 6,000
Travel/Mileage for 19 employees that do programs in Jackson County			\$ 16,000
Equipment Maintenance, Repair and Replacement			\$ 1,000
			\$ -
			\$ -
			\$ -
			\$ -
Total Supplies			\$ 23,000



Total Program Request \$ 210,280

University of Missouri Extension/ Jackson County

1501 NW Jefferson
Blue Springs, MO 64015
Phone: 816-252-5051
Fax: 816-252-5575

Office Manager

Location: Jackson County Extension Center
1106 West Main
Blue Springs, MO 64015

Hours: Monday – Friday 8:00 a.m. – 5:00 p.m.
1 hour lunch break

Benefits: Competitive Salary, Tax-deferred Annuity, Health Insurance Option, Holidays, Sick Leave, Funeral Leave, Vacation, Personal Days, Service Awards and Recognition, Training and Development Opportunities.

Summary of Position: Provide administrative support for the County Program Director and the Jackson County Extension Council. Bookkeeping duties include payroll, quarterly reports, management of extension council accounts using Quickbooks, maintain financial records. Annual budget for the Extension Council is in the \$250,000 range.

Minimum Qualifications: A high school diploma or G.E.D.
Three years experience in working in an office environment. Two years bookkeeping experience including payroll. Demonstrated skills must show competency to utilize computer-based office software. Ability to type 45 wpm accurately. Ability to work for multiple staff with minimal supervision. Strong communication and people skills.

Preferred Qualifications: Experience working with Quickbooks, Familiarity with Microsoft Word, Access, Excel, MyMail List, Outlook and Publisher. Proficient typing skills. Excellent phone and communication skills. Strong customer service skills, ability to maintain effective relationships with co-workers, volunteers and clientele. Ability to multi-task. Organized, accurate, dependable with positive attitude and willingness to work as part of a team.

Detailed Description of Duties: Maintain office financial records and files, receive and account for funds, prepare deposits, reconcile bank statements, prepare checks for signatures and send to claimants, maintain and prepare payroll for four employees, complete and submit quarterly liability reports, manage petty cash fund, bill other departments/organizations as needed, maintain adequate supply on postage meter, reconcile vendor statements, prepare monthly treasurer's report, print and distribute specialist ledger reports, coordinate and prepare for annual financial audit, order supplies

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for the offices, coordinate maintenance of office equipment, prepare materials for council monthly meetings and mailings to council members, post newsletters and PDF files to the website, maintain office equipment inventory, open and sort mail, provide administrative assistant support to the County Program Director, assist with other duties as assigned to facilitate operations at the University of Missouri Extension Offices in Jackson County.

Accountability:

County Program Director has overall supervision of all support staff hired by the Jackson County Extension Council.

The Jackson County Extension Council employs this position.

University of Missouri Extension does not discriminate on the basis of race color, national origin, sex, sexual orientation, religion, age, disability or status as a Vietnam-era veteran in employment or programs.

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University of Missouri Extension/ Jackson County

1501 NW Jefferson
Blue Springs, MO 64015
Phone: 816-252-5051
Fax: 816-252-5575

Job Description

Position Title: Receptionist/Secretary
Location: Jackson County Extension Center
1106 West Main Street
Blue Springs, MO 64015

Hours: Monday – Friday 8:00 a.m. – 5:00 p.m.
1 hour lunch break, Two fifteen minute breaks

Benefits: Competitive Salary, Tax-deferred Annuity, Health Insurance Option, Holidays, Sick Leave, Funeral Leave, Vacation, Personal Days, Service Awards and Recognition, Training and Development Opportunities.

Summary of Position: Serve as primary receptionist for office answering multi-line phone and greeting clientele that come into the office. Provide a variety of secretarial support for three extension specialists, one horticulture educator and the Master Gardener Program.

Minimum Qualifications: A high school diploma or G.E.D.
Two years responsible office experience is necessary. Directly related education or training beyond high school may be substituted for experience. Demonstrated skills must show competency to utilize computer-based office software. Ability to type 45 wpm accurately. Ability to work for multiple staff with minimal supervision. Strong communication and people skills.

Preferred Qualifications: Familiarity with Microsoft Word, Access, Excel, MyMail List, Outlook and Publisher. Proficient typing skills. Excellent phone and communication skills. Strong customer service skills, ability to maintain effective relationships with co-workers, volunteers and clientele. Ability to multi-task. Organized, accurate, dependable with positive attitude and willingness to work as part of a team. Experience working with a volunteer program a plus.

Detailed Description of Duties: Primary receptionist that answers multi-line phone system and accurately relay messages and direct calls appropriately. Greet visitors to the office and distribute mail to staff. Prepare correspondence, newsletters, brochures, presentation materials and other

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documents for three extension specialists and one horticulture educator. Provide secretarial support for the Master Gardener Hotline Office Operations. Prepare mass mailings and make proper use of non-profit postage permit. Prepare both e-mail and hard copy mailings of newsletters and weekly updates to Master Gardeners. Maintain databases related to programs including Master Gardener Directory. Work with other support staff on office file management. Send payroll time sheets, check requests and bills to bookkeeper. Order University publications, forms and other materials. Arrange and update publications rack. Schedule use of the conference room and audiovisual equipment. Process soil and plant samples. Follow proper cash handling procedures for department ledger. Proctor Independent Study tests and private pesticide application testing. Assist with Website Update. Assist with other duties as assigned to facilitate operations at the University of Missouri Extension Offices in Jackson County.

Accountability:

The County Program Director has supervision for this position

This position will provide support for Horticulture, and Community Development Specialists and Educator.

The Jackson County Extension Council employs this position.

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University of Missouri Extension/ Jackson County

1106 West Main Street
Blue Springs, MO 64015
Phone: 816-252-5051
Fax: 816-252-5575

Job Description

Position: Receptionist/Secretary

Location: Kansas City Office located at Pioneer College
2700 E. 18th Street, Suite 240
Kansas City, MO 64127

Hours: Monday – Friday 8:30 a.m. – 5:00 p.m.
½ hour lunch break

Benefits: Competitive Salary, Tax-deferred Annuity, Health Insurance Option, Holidays, Sick Leave, Funeral Leave, Vacation, Personal Days, Service Awards and Recognition, Training and Development Opportunities.

Summary of Position: Provide a variety of clerical support and overall office maintenance for four extension specialists and three youth education assistants. Work supports educational programming for youth and adults.

Minimum Qualifications: A high school diploma or G.E.D.
Two years responsible office experience is necessary. Directly related education or training beyond high school may be substituted for experience. Demonstrated skills must show competency to utilize computer-based office software. Ability to type 45 wpm accurately. Ability to work for multiple staff with minimal supervision. Strong communication and people skills.

Preferred Qualifications: Familiarity with Microsoft Word, Access, Excel, Outlook and Publisher. Proficient typing skills. Excellent phone and communication skills. Ability to multi-task. Organized, accurate, dependable with positive attitude and willingness to work as part of a team.

Detailed Description of Duties: Serve as office receptionist, greeting and assisting office visitors. Answer multi-line phone system, accurately relay messages and direct calls appropriately. Prepare correspondence, newsletters, brochures, presentation materials

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and other documents for three extension specialists and two youth program assistants. Keep office and supply inventory and order office supplies as needed. Maintain office equipment and call for repairs as needed. Send copier usage totals to office manager each month. Maintain postage meter and reauthorize additional postage as needed. Distribute mail daily and post notices. Order postal supplies, prepare mass mailings and make proper use of penalty mail. Maintain office administrative files. Process payroll time sheets and send to appropriate location, enter travel in system and forward to West Central Regional Office, process and send check requests and bills to County Program Director. Order University publications, forms and other materials. Arrange and update publications rack. Schedule use of the conference room and audiovisual equipment. Process soil samples and plant samples. Schedule and proctor Independent Study tests. Assist with other duties as assigned to facilitate operations at the University of Missouri Extension Offices in Jackson County.

Accountability:

The County Program Director has supervision for this position with daily supervision provided by the Kansas City Office Coordinator.

This position supports the Extension Specialists and staff at the Kansas City Office.

The Jackson County Extension Council employs this position.

University Outreach and Extension does not discriminate on the basis of race color, national origin, sex, religion, age, disability or status as a Vietnam-era veteran in employment or programs.

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University of Missouri Extension/ Jackson County

1106 West Main

Blue Springs, MO 64015

Phone: 816-252-5051

Fax: 816-252-5575

Job Description

Position Title: Part-time Secretary
Location: Jackson County Extension Center
1106 West Main
Blue Springs, MO 64015

Hours: Exact Schedule to be determined. 24-28 hours a week
Office Hours are Monday – Friday 8:00 a.m. – 5:00 p.m.

Benefits: Position is not benefit eligible

Summary of Position: Provide a variety of secretarial support for the 4-H program and other extension programs.

Minimum Qualifications: A high school diploma or G.E.D.
Two years responsible office experience is necessary. Directly related education or training beyond high school may be substituted for experience. Demonstrated skills must show competency to utilize computer-based office software. Ability to type 45 wpm accurately. Ability to work for multiple staff with minimal supervision. Strong communication and people skills.

Preferred Qualifications: Familiarity with Microsoft Word, Access, Excel, Outlook and Publisher. Proficient word processing skills. Excellent phone and communication skills. Strong customer service skills, ability to maintain effective relationships with co-workers, volunteers and clientele. Ability to multi-task. Organized, accurate, dependable with positive attitude and willingness to work as part of a team. Experience working with a volunteer program a plus.

Detailed Description of Duties: Prepare correspondence, newsletters, brochures, presentation materials and other documents for extension specialists and provide secretarial support for the 4-H Program. Maintain the 4-H Blue Ribbon database and fair program. Prepare mass mailings and make proper use of non-profit postage permit. Send payroll time sheets, check requests and bills to bookkeeper. Order University and 4-H publications, forms and other materials. Schedule use of the conference room and

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audio-visual equipment as needed by extension specialists. Follow proper cash handling procedures for department ledger. Proctor Independent Study tests. Process soil tests and pressure canner testing. Assist with other duties as assigned to facilitate operations at the University of Missouri Extension Offices in Jackson County.

Accountability:

The County Program Director has supervision for this position.

This position will support 4-H Extension Specialists and the Office Manager. Currently these are Meg Sage Mach, Leon Moon, Beth Rasa, and Crystal Lutgen.

The Jackson County Extension Council employs this position.

University of Missouri Extension does not discriminate on the basis of race color, national origin, sex, sexual orientation, religion, age, disability or status as a Vietnam-era veteran in employment or programs.

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University of Missouri Extension/ Jackson County

1106 West Main Street
Blue Springs, MO 64015
Phone: 816-252-5051
Fax: 816-252-5575

Job Description

Position: Part-time Custodian

Location: 1106 West Main Street
Blue Springs, MO 64015

Hours: 8-10 hours a week as arranged

Benefits: Position is not benefit eligible

Summary of Position: Provide a variety of janitorial support for the University of Missouri Extension Office located in Blue Springs.

Minimum Qualifications: A high school diploma or G.E.D.
Two years experience in a janitorial position.

Preferred Qualifications: Experience in office or school setting. Ability to follow directions. Strong people skills.

Detailed Description of Duties: Provide general cleaning such as emptying trash, vacuuming, cleaning bathrooms, scrubbing floors, washing windows, watering plants, and dusting. Set up and arrangement of meeting room as requested. Lock-up and secure office before leaving.

Accountability:

The County Program Director has supervision for this position

The Jackson County Extension Council employs this position.

University Outreach and Extension does not discriminate on the basis of race color, national origin, sex, religion, age, disability or status as a Vietnam-era veteran in employment or programs.

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Section D: 2011 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: University of Missouri Extension/Jackson County

Program Name: University of Missouri Extension Program

Proposed Program

Detail functions to be performed by each program.

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 2009 Annual Report attached. Programming by MU Extension in Jackson County is strongly oriented toward both Health and Parks and Recreation. Health related offerings such as the Family Nutrition Education Program, Eating From the Garden (nutrition and gardening for school-age youth), Kindergarten Farm Food Initiative (nutrition and local foods), Alianzas Bi-National Health Week, Indoor Air-Quality, and Faith-Based Emergency Management Training to name a few. In 2010 MU Extension and UMKC began a strategic effort focused on Health Disparity using a Socio-Ecological model to address Self-Managed Care for Chronic Illnesses such as Diabetes and Asthma. Parks and Recreation oriented programming includes the Master Naturalist program which trains 40 volunteers a year and has more than 100 active Master Naturalists contributing more than 5800 hours of volunteer work in the county, 280 active Master Gardeners, 4-H clubs and afterschool programs. MU Extension also provides programs that impact E County funds provide the direct costs of office rent and expenses, clerical salaries and benefits, telephone se

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Section D: 2011 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: University of Missouri Extension/Jackson County

Program Name: University of Missouri Extension Program

Participants

Identify the number of participants by County that each program serves.

Jackson, MO	Last year we had 42,472 direct educational contacts
Clay, Platte, Cass, MO	
Wyandotte, Johnson, KS	
Other Missouri	

Target Population

Describe target population and demographics to be served by each program.

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

2009 Demographics of Extension Programs in Jackson County: 48.1% Caucasian; 38.8% African American; .4% Native American; .8% Asian American; .7% Pacific islander; 2.5% two or more; 10.1% Race Unknown; 10.1% Hispanic.

Would you provide these services to anyone at your door? **Yes**

Is anyone denied services? **No**

What level of indigents (below poverty level) do you serve?

Please classify your program from the following types by percentage of your agency's overall service

Senior Program	20%
Indigent Program (Below Poverty Level)	50%
Senior Indigent Program	%

What criteria do you have for the clients you serve?

MU Extension is an equal opportunity/ADA institution. 4-H has an age range of 5-19 years old.

The Family Nutrition Education Program is targeted for low-income families.

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Section D: 2011 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: University of Missouri Extension/Jackson County

Program Name: University of Missouri Extension Program

Service Delivery Area

Identify your specific geographic service delivery area for each program.

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.

Fund Separation

Indicate what measures your agency will take to ensure that funds received from Jackson County will be utilized for the benefit of Jackson County residents.

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.

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Section D: 2011 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: University of Missouri Extension/Jackson County

Program Name: University of Missouri Extension Program

Approach & Method

List the top three (3) objectives for each program.

1. Be community link to the University of Missouri making land-grant university research accessible for citizens of Jackson Co.

2. Reduce future health care costs and be a force for economic development by providing programming and being a community resource in the areas of Business Development, Community Development, 4-H Youth Development, Agriculture and Natural Resources, Human Environmental Science and Continuing Education.

3. Provide quality information, education and recommendations which enhance the state's economy and individual's quality of life.

Detail specific methods you will use to achieve these objectives.

Partner with gov. agencies, non-profits, community groups, education, and businesses so Extension can leverage resources, avoid duplication of services and extend the impact of programs. We utilize university resources and research-based information using formats of classes, workshops, seminars, consultations, websites, presentations, distance learning, demos, business resource center, news articles, exhibit/displays, group facilitation, hort hotline.

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Section D: 2011 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: University of Missouri Extension/Jackson County

Program Name: University of Missouri Extension Program

Evaluation

How can the success of each program be evaluated?

Indicate performance measures or statistics you will use to demonstrate the success of each program.

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.

Notification

How will your organization make clients, the public and the media

aware of the generous taxpayer funding received from Jackson County? (Please attach any examples)

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.

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