

MEMORANDUM OF UNDERSTANDING
UNIVERSITY OF CONNECTICUT COLLEGE OF AGRICULTURE AND NATURAL RESOURCES PLANT
SCIENCE AND LANDSCAPE ARCHITECTURE DEPARTMENT, COOPERATIVE EXTENSION SYSTEM
AND
THE CONNECTICUT MASTER GARDENER ASSOCIATION INC

University of Connecticut Cooperative Extension System (UConn Cooperative Extension System or Extension) is a partnership between the University of Connecticut through the College of Agriculture and Natural Resources and is also conducted in cooperation with the United States Department of Agriculture (USDA). The purpose of the UConn Cooperative Extension System is to conduct educational outreach efforts across the state targeted to the needs of people within the state. The UConn Cooperative Extension System is under the administrative management of the College of Agriculture and Natural Resources.

Connecticut Master Gardener Association Inc (CMGA) is a 501(c)3 corporation under Connecticut Chapter 251 of the General Statutes. CMGA's purpose is to support the horticultural activities of Master Gardeners and Interns in providing outreach to the residents of Connecticut; to support UConn Extension Master Gardener Programs and projects; to foster communication, education, and esprit de corps among Master Gardeners; and to engage in activities that further the purposes of CMGA as defined above. CMGA, as a membership organization that is the alumni association for Master Gardeners residing in Connecticut, does not have any requirements for its membership other than the payment of dues and having graduated from an Extension System Master Gardener program. CMGA initiates activities and supports horticultural projects for its members that may be outside the scope of approved UConn Master Gardener outreach projects. This memorandum shall in no way impede or change the requirements of CMGA membership or its activities, unless specifically stated herein.

CMGA works in partnership with the UConn Cooperative Extension System, the UConn Master Gardener Program, and the College of Agriculture and Natural Resources to achieve a mutually beneficial and supportive relationship. CMGA's activities in this regard shall be in accordance with the policies of USDA and the UConn Master Gardener Program.

CMGA's members ("Members") are volunteers who perform their duties without financial compensation or workers compensation coverage. Consistent with state law, the UConn Cooperative Extension System will hold harmless and indemnify Members recruited, trained and evaluated by University employees for such Member's acts or omissions in connection with their UConn Cooperative Extension System approved activities, to the extent a Member (s) is not deemed to have acted willfully, wantonly or maliciously. As such, only those individuals with current and up-to-date UConn Master Gardener certification, working on an approved UConn Master Gardener project, shall be deemed a volunteer of the University of Connecticut during the course of the project.

Members shall act as an impartial resource. Members of CMGA may engage in advocacy efforts on both the state and national levels for Cooperative Extension Master Gardening program funding within the scope of the approved bylaws.

The title of "UConn Master Gardener" or "University of Connecticut Master Gardener" is a title that shall be used only in connection with unpaid, public service and not for personal, commercial or other financial benefit. Members may not use their title in connection with endorsements of particular products.

CMGA understands certain agreed upon projects may require additional MOU's as the need arises. To facilitate the Extension's compliance with USDA policy, CMGA, as a partner of the UConn Master Gardener Program, will encourage Members to report proposed projects and hours to their respective county Program Coordinator. This will additionally enhance potential collaborations and activities in each county and avoid duplication of volunteer efforts and projects.

CMGA will make available to UConn financial reports, minutes, changes to its bylaws and other reports within thirty (30) days of their creation or approval, which is earlier, in a format agreed upon by all parties to this Agreement.

All professional UConn Cooperative Extension faculty and staff of the UConn Master Gardener program are employees of the University of Connecticut and are under the administrative direction of the Cooperative Extension System Director and/or the Head of the Department of Plant Science and Landscape Architecture. UConn Cooperative Extension faculty and program staff will report program initiatives, outcomes and impacts to the CMGA. Such reports may include a listing of approved projects by Extension Center; the allocation of scholarship funds by county; the number of scholarship recipients who failed to graduate from the Master Gardener program; the names of those individuals who graduated from the Master Gardener Program and other reports as mutually agreed upon. Such information will be provided within thirty (30) days of completion. Extension faculty and staff will provide CMGA with notice of new policies or changes in existing policies as they are being discussed and will seek CMGA's input on same. Faculty and staff will provide free, unbiased research-based information consistent with the recommendations of the University of Connecticut and other land grant institutions.

CMGA shall provide stakeholder input on the UConn Cooperative Extension plan of work as required by the Agricultural Research, Extension, and Education Reform Act of 1998. A representative of CMGA is encouraged to attend the program section of the regular meetings of the UConn Master Gardener County Program Coordinators to further collaborate efforts.

If financial support for Extension programs is provided, it shall be in compliance with state and federal reporting guidelines. Should the CMGA purchase equipment in support of UConn Master Gardener programming, the equipment shall either be designated in official minutes for use at agreed upon programs and locations, or donated to the University of Connecticut.

As CMGA is affiliated with the University of Connecticut, all educational programs, employment opportunities and services must be without regard to race, ethnicity, religion, sex, age, marital status, national origin, ancestry, sexual orientation, disabled veteran status, physical or mental disability, mental retardation, other specifically covered mental disabilities, and criminal convictions that are not job related. This is consistent with Title VII of the Civil Rights Act of 1964 and the University of Connecticut's policies and regulations. The Board of Directors of the CMGA agrees to work in cooperation with the UConn Master Gardener Program Coordinator or designee to encourage participation in Master Gardener programs by diverse populations to be reflective of the state populace.

This Memorandum of Understanding may be revised or cancelled by either party to the agreement upon sixty (60) days written notice to the other party. This Memorandum of Understanding shall be reviewed for updating no later than five years from the date of the last revision. This Memorandum of Understanding shall be effective upon the signing of same by authorized representatives of both parties.

Dean, College of Agriculture and Natural Resources

Date

Provost, University of Connecticut

Date

_____/s/ Maureen M Gillis_____
President, CT Master Gardener Association Inc

____July 9, 2012_____
Date