

MEMORANDUM OF AGREEMENT

Between Cornell University and United States Department of Agriculture

The key document governing the relationship between Cornell University and the United States Department of Agriculture in Cooperative Extension work is a Memorandum of Understanding, dated February 1955. Under the terms of this memorandum, Cornell University agrees to:

- a. Organize and maintain a definite and distinct administrative division for the management of all Cooperative Extension Service work in agriculture and home economics.
- b. Administer Federal or State funds through that division.
- c. Accept responsibility for conducting all educational work authorized by Smith-Lever and other acts and other USDA programs. The USDA agrees to maintain a Federal Extension Service and to conduct through Cornell University all Extension work in agriculture and home economics except where it is mutually agreed that the Department can carry them out more effectively on a direct basis.

Cornell University and the USDA mutually agree that:

- a. All Cooperative Extension work in agriculture and home economics involving Federal funds shall be planned under joint supervision of the Director of Extension and the FES Administrator.
- b. All State and county Cooperative Extension agents will be joint representatives of Cornell and the USDA.
- c. The annual plan of work will be subject to the approval of the Secretary as provided in the Smith-Lever Act.
- d. Cornell will make arrangements affecting the conduct of Cooperative Extension work with agencies of the Department or other Federal agencies only through the Administrator of FES.

**MEMORANDUM OF UNDERSTANDING
BETWEEN CORNELL UNIVERSITY AND THE
UNITED STATES DEPARTMENT OF AGRICULTURE
ON COOPERATIVE EXTENSION WORK IN AGRICULTURE AND
HOME ECONOMICS**

Whereas Cornell University has under its control Federal and State funds for extension work in agriculture and home economics which are and may be supplemented by funds contributed for similar purposes by counties and other organizations and individuals within said State, and the United States Department of Agriculture has funds appropriated directly to it by Congress which can be spent for extension work in the State of New York;

Therefore, with a view to securing economy and efficiency in the conduct of extension work in the State of New York and the president of Cornell University acting subject to the approval of the Board of Trustees of the said Cornell University and the Secretary of Agriculture of the United States, hereby execute the following memorandum of understanding with reference to cooperative relations between said Cornell University and the United States Department of Agriculture for the organization and conduct of extension work in agriculture and home economics in the State of New York.

I. Cornell University agrees:

- a. To organize and maintain at said institution a definite and distinct administrative division for the management and conduct of all cooperative extension work in agriculture and home economics, with a director selected by the institution and satisfactory to the Department;
- b. To administer through such division thus organized, known as the Extension Service in Agriculture and Home Economics, any and all funds it has or may hereafter receive for such work from appropriations made by Congress or the State Legislature, by allotment from its Board of Trustees or from any other source;
- c. To accept the responsibility for conducting all educational work in the fields of agriculture and home economics and subjects related thereto as authorized by the Smith-Lever Act as amended and other Acts supporting cooperative extension work, and such phases of other programs of the Department as are primarily educational, which the Department has been authorized to carry on within the State.

II The United States Department of Agriculture agrees:

- a. To maintain in the Department a Federal Extension Service, which, under the direction of the secretary, (1) shall be charged with the administration of the Smith-Lever Act as amended and other Acts supporting cooperative extension work insofar as such administration is vested in the Department (2) shall have

primary responsibility for and leadership in all educational programs under the jurisdiction of the Department (except the graduate school); (3) shall be responsible for coordination of all educational phases of other programs of the Department, except the graduate school; and (4) shall act as the liaison between the Department and officials of the Land-Grant Colleges and Universities on all matters relating to cooperative extension work in agriculture and home economics and educational activities relating thereto.

- b. To conduct through Cornell University all extension work in agriculture and home economics and subjects relating thereto authorized by Congress to be carried on within the State except those activities which by mutual agreement it is determined can most appropriately and effectively be carried out directly by the department.

III. Cornell University and the United States Department of Agriculture mutually agrees:

- a. That, subject to the approval of the President of Cornell University and the Secretary of Agriculture, or their duly appointed representative, all cooperative extension work in agriculture and home economics in the State of New York involving the use of Federal funds shall be planned under the joint supervision of the director of Extension Service of the New York State Colleges of Agriculture and Home Economics at Cornell University and the administration of the Federal Extension Service; and that approved plans for such cooperative extension work in the State of New York shall be carried out through the Extension Service in agriculture and home economics of Cornell University in accordance with the terms of individual project agreement.
- b. That all State and county personnel appointed by the Department as cooperative agents for extension work in agriculture and home economics in the State of New York be joint representatives of Cornell University and the United States Department of Agriculture, unless otherwise expressly provided in the project agreement. Such personnel shall be deemed governed by the requirements of Federal Civil Service Rule No. IV relating to political activity.
- c. That the cooperation between Cornell University and the United States Department of Agriculture shall be plainly set forth in all publications or other printed matter issued and used in connection with said cooperative extension work by either Cornell University or the United States Department of Agriculture.
- d. That annual plans of work for the use of Smith-Lever and other Federal funds in support of cooperative extension work shall be made by the Extension Service in agriculture and home economics of the State of New York and shall be subject to the approval of the Secretary of Agriculture in accordance with the terms of the Smith-Lever Act as amended or other applicable laws, and when so approved shall be carried out by the Extension Service in agriculture and home economics of the said State of New York.

- IV. Cornell University and the United States Department of Agriculture further mutually agree:
- a. That the Department of Agriculture shall make final determination on any proposed supplementary memoranda of understanding of similar documents, including those with other agencies, affecting the conduct of cooperative extension work only after consultation with appropriate designated representatives of the Land-Grant Colleges and Universities.
 - b. That Cornell University will make arrangements affecting the conduct of cooperative extension work with agencies of the Department, or with other Federal agencies, only through the administrator of the Federal Extension Service, or in accordance with an existing general agreement which has been approved by him.
 - c. That all memoranda and similar documents hereafter executed affecting cooperative extension work, whether between agencies of the Department or between State Extension Services in Agriculture and Home Economics and agencies of the Department, shall be within the framework of, and consistent with the intent and purpose of, this memoranda of understanding.
 - e. That all memoranda and agreements affecting policies in cooperative extension work shall be re viewed periodically by appropriately designated representatives of the Land-Grant Colleges and Universities and the Secretary of Agriculture for the purpose of determining whether modification is necessary or desirable to meet more effectively current developments and program needs.

This memorandum shall take effect when it is approved by the Controller of Cornell University and the Secretary of Agriculture of the United States, and shall remain in force until it is expressly abrogated in writing by either one of the signers or his successor in office. The agreement executed September 2, 1914 shall be deemed abrogated upon the effective date hereof.

CORNELL UNIVERSITY

Date: Feb. 4, 1955

By S/ A. H. Peterson
Controller

UNITED STATES DEPARTMENT OF AGRICULTURE

Date Feb. 8, 1955

By S/ E. T. Benson
Secretary