



Memorandum of Agreement Between University of Vermont Extension 4-H and

(organization name)

University of Vermont Extension 4-H agrees to collaborate with other Out of School time programs to support and further experiential based opportunities for youth, ages 5-18 that ultimately focus on developing life and job skills necessary to succeed in a complex and changing world.

University of Vermont Extension 4-H agrees to:

- Provide the contents of our resource kits (non-consumables) to organizations and individuals for use with youth ages 5-18.
- Assist, when possible, in transporting those kits to the site.
- Train, or provide a resource for training, on the use of the contents and related curriculum, when and if desired, and provide an evaluation tool.
- Ensure kit content lists are updated to reflect exactly what was given to an organization prior to loaning out.

(list organization name) agrees to:

- Return the full contents of the resource kit, as it was given to you (condition and order), within 3-5 days of end of use and as agreed upon in writing.
- Complete a youth group enrollment form, if applicable.
- Either reimburse UVM Extension for the cost of missing or broken pieces/items and/or replace those items prior to the return of materials.
- Include “UVM Extension 4-H” and the 4-H clover emblem in any related promotional material, to help ensure that participants/staff understand that 4-H is a part of this opportunity.
- Ensure that _____ (name of program or organization) does not discriminate on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status.
- Ensure that reasonable disability-related accommodations will be provided. I understand that I/we may work with the appropriate Extension staff member to provide accommodations.

Materials/Curriculum Borrowed: _____

Program Start Date: _____ Material Return Date: _____

Organization Point-of-Contact (print name): _____

Sign: _____

Phone: _____ Point-of-Contact email: _____

Program site address: _____

4-H Program Director UVM Extension: _____ Date: _____

UVM EXTENSION – SOUTH BURLINGTON / STATE 4-H OFFICE

College of Agriculture and Life Sciences

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Issued in furtherance of Cooperative Extension work, Acts of May 8 and June 30, 1914, in cooperation with the United States Department of Agriculture. University of Vermont Extension, Burlington, Vermont. University of Vermont Extension, and U.S. Department of Agriculture, cooperating, offer education and employment to everyone without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status. (Revised October 2018)