

MEMORANDUM OF AGREEMENT

and UME 4-H Youth Development

Purpose

This Memorandum of Agreement (MOA) establishes the guidelines and rules by which the _____ will operate, in order to become and remain an Affiliated Group with the Maryland 4-H Youth Development Program.

Role of Organization

The _____ was established to support the _____ 4-H program by

Resources and Financial Management

This group holds funds in a treasury and raises funds to support group operations and the 4-H program. _____ holds an Employer Identification Number (EIN) and has requested affiliation with the General Exemption Number (GEN) held by the Maryland 4-H Foundation. As an affiliate of the Maryland 4-H Foundation, _____ will comply with all financial and property reporting requirements as directed by the Maryland 4-H program.

This 4-H-affiliated group will follow all University of Maryland 4-H Program Financial Management Guidelines and Policies, as well as applicable laws, regulations and policies of the Maryland 4-H Foundation, Internal Revenue Service (IRS), and Maryland Charitable Registration.

Dissolution

Should this 4-H-affiliated group decide to disband or end its affiliation with the Maryland 4-H program, the group's leadership must notify the 4-H Educator and complete all required actions to close the group. The last official duty of the group's leadership shall be to certify proper disposition of all property and records.

Compliance with Policies

This 4-H-affiliated group will comply with all University of Maryland 4-H Youth Development policies under the guidance and support of 4-H faculty/staff. As part of the University of Maryland Extension (UME), this 4-H group pledges that our programs are open to all and will not discriminate against anyone because of race, color, sex, gender identity or expression, sexual orientation, marital status, age,

national origin, political affiliation, physical or mental disability, religion, protected veteran status, genetic information, personal appearance, or any other legally protected class.

Participation in 4-H is a privilege. Group members are expected to show respect and cooperation to 4-H leaders, members and other participants. All group members and families are expected to follow the Maryland 4-H Code of Conduct. Youth or adults may be removed from 4-H programs or activities for misconduct.

Authorization for Use of 4-H Name and Emblem

Upon affiliation with the Maryland 4-H program, the _____ will be authorized to use the 4-H name and/or emblem. This authorization will be withdrawn upon termination of the affiliation. The 4-H name and emblem are protected by federal statute (18 U.S.C. 707) and all uses must serve the educational needs and interests of 4-H youth. A group's affiliation and authorization to use the 4-H name and emblem may be revoked for violations of policy on use or for failure to recognize or act in accordance with the UME policy on nondiscrimination.

Modification, Renewal, and Termination

This Memorandum of Agreement may be modified at any time, at the request of either the group leadership or the 4-H Educator. This MOA must be re-certified and submitted for review annually, in accordance with Maryland 4-H club chartering program policy. This MOA will be terminated by revocation of the group's affiliation, either by request or for cause.

Certification

Approved and submitted on _____.

President: _____
Signature Printed Name

Officer: _____
Signature Printed Name

4-H Educator: _____
Signature Date

Attachment

1. Board/Officer Roster