



**Memorandum of Agreement
Between
Tennessee State University Cooperative Extension Program
and County Agricultural Extension Committee**

County _____ Date _____

We, the undersigned, members of the Agricultural Extension Committee of _____ County, do hereby recommend to Tennessee State University, Cooperative Extension Program the appointment of _____ to serve in the respective position of _____ from _____ until such time as conditions shall necessitate a change. It is further understood that the position's base salary to be paid in equal quarterly installments. The total amount billed will include _____ % of actual salary and the benefits cost.

The Committee understands that the supervision of the work of the above-named agent shall be under the direction of Tennessee State University Cooperative Extension Program, which shall furnish supervision, specialist's aid, etc. It is also agreed that should the said Committee desire a change, reasons or charges against said agent shall be set forth in writing. We further understand that the final approval of the above recommended appointment rests with and is vested in the office of the Dean and the Associate Dean, Tennessee State University Cooperative Extension Program, and it is agreed that these representatives of _____ County, Tennessee State University Cooperative Extension Program, and the United States Department of Agriculture shall be subject to all rules, regulations, etc. promulgated by Tennessee State University Cooperative Extension Program, and the United States Department of Agriculture.

Approved:

Chair, Agricultural Extension Committee

County Extension Director

Member, Agricultural Extension Committee

Member, Agricultural Extension Committee

Regional Extension Director

Member, Agricultural Extension Committee

Member, Agricultural Extension Committee

Dean/Associate Dean
TSU Extension

Member, Agricultural Extension Committee

Member, Agricultural Extension Committee