

RESOLUTION 101

**WHEREAS**, starting in 2022, Sangamon County began working with the Community Foundation for the Land of Lincoln on its Next10 goal to enhance the Urban-Rural connection; and

**WHEREAS**, Sangamon County with the Community Foundation for the Land of Lincoln hired Beyond Green Partners (BGP) in 2022 to conduct an assessment report to study how to build a foundation for a long lasting local food system in Sangamon County

**WHEREAS**, the first recommendation in the report was to identify pilot institutions in the region to secure early buy-in and support for the initiative and ensure consistent demand for local growers and producers; and

**WHEREAS**, in 2023 and 2024, Sangamon County funded assessments at two Springfield District 186 schools, Pawnee CUSD#11, Williamsville-Sherman CUSD#15, and the Illinois Presbyterian Home; and

**WHEREAS**, in 2023, Sangamon County funded a pilot program with BGP and Pawnee CUSD#11 which created a project plan and began a 3-year program that will move the school district to more scratch cooking and local food purchasing; and

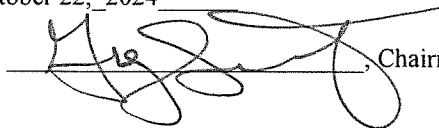
**WHEREAS**, in 2024, Sangamon County funded another pilot project with BGP's non-profit, Sustainable Food Institute of America, and the Illinois Presbyterian Home located in Springfield to help the assisted living facility create a project plan, implement a farm to table program, and share these plan and program principles with other entities that are interested in funding their own projects in the future; and

**WHEREAS**, in order to grow this programming in the region, Sangamon County would like to partner with the U of I Extension to support expanding local agriculture and food systems programming in Sangamon, Logan and Menard counties; and

**WHEREAS**, the U of I Extension is willing to add a position to its staff to lead these efforts with Sangamon County's support reach certain benchmarks to support and grow the local food system as detailed in the agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Members of the Board of Sangamon County, Illinois, in session this 12th day of November 2024, that Sangamon County enter into an agreement with the University of Illinois Extension, Unit 16 to contribute \$40,000 to support expanding local agriculture and food systems programming as detailed in the agreement attached hereto.

Approved by the      Finance Committee      October 22, 2024

 Chairman

\_\_\_\_\_  
Chairman, Sangamon County Board

ATTEST:

\_\_\_\_\_  
County Clerk

**FILED**

OCT 23 2024

  
Sangamon County Clerk

# **I ILLINOIS**

## Extension

### **COLLEGE OF AGRICULTURAL, CONSUMER & ENVIRONMENTAL SCIENCES**

#### *AGREEMENT*

Between Sangamon County Illinois, (hereinafter, for brevity, termed "Grantor") and The Board of Trustees of the University of Illinois, a public corporation, acting through University of Illinois Extension, College of Agricultural, Consumer and Environmental Sciences (hereinafter, for brevity, termed "University").

WHEREAS, University, under and by virtue of both state and federal legislation, is in charge of cooperative extension work carried on in the State of Illinois under the Smith-Lever Act and all amendments thereto; and

WHEREAS, Grantor is vitally interested in expanding local agriculture and food systems programming work (Appendix A) being carried on in the University of Illinois Extension Unit at Logan, Menard, and Sangamon Counties and the expansion thereof so as to meet the needs of citizens interested in said Unit; and

WHEREAS, Grantor, because of its interest, is willing to make a contribution to University to partially meet the cost of carrying on and expanding said work in said Unit.

THEREFORE, it is hereby agreed by and between Grantor and University as follows:

1. For and during the period of twelve months beginning with January 1, 2025, and ending with December 31, 2025, Grantor will contribute to University for the carrying on of cooperative extension work by University in said Unit as set forth in Appendix A the sum of \$ 40,000, to be paid by Grantor to University in quarterly payments to be billed at the beginning of each quarter (January, April, July, October 2025). All payments to be completed by December 31, 2025.
2. University hereby agrees to accept said contribution to the cost of conducting and carrying on said work in said Unit during said period of twelve months, and hereby agrees that it will expend in said Unit in carrying on such work during said period an amount at least equivalent to said sum paid it by Grantor.
3. University further agrees that during said period it will meet the cost of said work, which includes, but is not restricted to, salaries of its personnel, office space and facilities, and secretarial help and transportation for such personnel needed to carry on the cooperative extension work in said Unit, at least up to the extent local funds may be made available to the University through the extension Unit council.

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# **I ILLINOIS**

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4. It is understood between Grantor and University that the said contribution to be made to University by Grantor will be used along with public and other funds available to University for carrying on said work in the State of Illinois during said twelve months' period, a portion of which will be allocated by University to carrying on said work in said Unit during said period.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

GRANTOR

Sangamon County Illinois  
200 South 9<sup>th</sup> Street  
Springfield, IL 62701

By: \_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
Date

THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS  
Through University of Illinois Extension, College of Agricultural, Consumer and Environmental Sciences

\_\_\_\_\_  
Regional Director  
University of Illinois Extension

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director or Designee  
University of Illinois Extension

\_\_\_\_\_  
Date

\*Standard form approved by Legal Counsel 7/20/93

01/22/2024:hc

## Appendix A

### Extension Local Foods Systems Program Benchmarks

#### Program Coordination and Development (60%)

**1. Assist in developing a strong local foods/agricultural system by connecting relevant stakeholders and producers.**

- **Benchmark:** Establish 2 new active farm to fork partnerships with local food producers, agricultural stakeholders, or community institutions. per year for the first three years.

**2. Coordinate the planning of educational activities with collaboration from County Director, Educators, and community partners.**

- **Benchmark:** Organize a minimum of 4 educational events (i.e. workshops, meet and greet, listening session, community dinner etc.) per year with input from stakeholders.

**3. Identify critical priority needs and issues and system gaps with staff and community stakeholders.**

- **Benchmark:** Conduct and document a local foods system needs assessment or gap analysis every three years.

**4. Conduct evaluation of program activities and make appropriate recommendations for improvement.**

- **Benchmark:** Gather feedback and conduct program evaluations for all programs within 30 days of completion. Analyze the feedback to identify areas for improvement.

**5. Provide leadership as primary contact for local food systems programs.**

- **Benchmark:** Maintain communication with stakeholders on a regular basis and follow up when requested and as needed.

**6. Disseminate education information provided by Extension professionals.**

- **Benchmark:** Find and share relevant educational and/or resource materials with clients when requested or beneficial.

**7. Maintain required records and data.**

- **Benchmark:** Ensure all program-related data is up-to-date, complete and entered into the appropriate reporting systems within two weeks of any event or meeting.

**8. Provide regular program reports to County Extension Director and stakeholders.**

- **Benchmark:** Submit program activity reports to all relevant parties on a quarterly basis.

#### Networking & Marketing (25%)

**1. Network and collaborate with clients and community organizations.**

- **Benchmark:** Initiate contact and discussions with at least 4 local producers, agricultural stakeholders, or community organizations/institutions per quarter.
- **Benchmark:** Establish a local food systems advisory group made up of area producers, community organizations, relevant stakeholders, and local government. Convene quarterly meetings.

**2. Maintain contact with community partners regularly through meetings and correspondence.**

- **Benchmark:** Attend relevant community meetings and build a contact database to regularly share updates and important information with key stakeholders.

**3. Develop and implement a marketing plan for local ag and food systems programs.**

- **Benchmark:** Develop, launch and assess the impact of a comprehensive marketing plan, with quarterly updates.
- **Benchmark:** Work with Sangamon County to develop a webpage on the county's website that includes information regarding Farm to Fork programming in Sangamon, Menard and Logan counties.

**4. Utilize a variety of promotion methods for outreach.**

- **Benchmark:** Post to social media or local press regularly and distribute printed marketing materials at stakeholder meetings, events, and community events.

**Organizational Duties (15%)**

**1. Compete for internal and external resources to enhance program development.**

- **Benchmark:** Assist in the application of at least 2 grants or external funding sources to support local food systems in the unit per year. (Dependent on the availability of relevant grants or outside funding opportunities.)

**2. Participate in professional development opportunities.**

- **Benchmark:** Participate in at least 1 professional development opportunity each quarter.

**3. Attend unit staff meetings and provide program updates.**

- **Benchmark:** Attend at least 80% of scheduled staff meetings and provide program updates.

**4. Comply with Affirmative Action/Equal Opportunity policies and guidelines.**

- **Benchmark:** Ensure 100% compliance with relevant policies during all program activities and audits.

**5. Comply with all University of Illinois Extension and USDA policies and procedures.**

- **Benchmark:** Maintain complete compliance with all policies, with no violations during internal audits.