**Appendix 2. Term-Funded Cooperative Extension *position focus* ADVISOR/Academic Coordinator Position Agreement**

The ***[name of partner]*** is pleased to make this irrevocable pledge to The Regents of the University of California to provide a minimum of ***[enter $cost for the stipulated period]*** payable over a period of ***[enter time frame – e.g.,*** ***five (5)]*** years in the manner described below for the purpose of creating in the University of California Agriculture and Natural Resources ("UC ANR") a five-year term funded cooperative extension position for ***[enter location and include if relevant with general support across the state]***. The position will be known as the UC ANR ***[enter name of position – e.g., Land planning advisor]***. This ***[enter position type – e.g., advisor/specialist/community educator]*** Term Fund shall be administered as follows:

1. Purpose: The UC ANR ***[name of position]*** term fund shall be used to support ***[enter percent time – e.g.,*** ***100%]*** of the salary and benefits, and research activities of the UC ANR ***[enter position type]*** position-holder who shall be hired after a search process, following the standard ANR policies, and concluding with the hiring of the ***[enter position type]*** with consultation and representation by the ***[name of partner]***. The ***[enter position type]*** position-holder shall be headquartered in ***[enter location]*** County and shall provide (**include if applicable: *multi-county***) extension and education to address ***[name of partner]*** issues and provide research-based technical and educational assistance to ***[enter summary position responsibilities].***
2. Position Appointment: Recruitment of the position will not occur until this agreement is signed by the parties concerned and the initial payment is received by the University of California. The ***[name of partner]*** will be invited to appoint a minimum of one representative to serve on the search committee. The search shall be conducted in accordance with University of California and UC ANR policies and practice. Should the position holder leave the position prior to the 5-year term, ANR and the ***[name of partner]*** will discuss options, including whether 1) a search will be conducted to fill the position for the remainder of the term, 2) development of a new agreement with new timelines and terms that are reflective of the current situation, or 3) discontinuation of the partnership. Should a new search be launched, the ***[name of partner]*** will be invited to appoint a minimum of one representative to serve on the search committee. The search shall be conducted in accordance with University of California and UC ANR policies and practice.
3. Program Priorities and Goals: For the purpose of identifying relevant issues and establishing program goals in alignment with community needs, the CE position-holder shall seek the recommendations of the ***[name of partner]***, county personnel and representatives and UC personnel working in relevant fields.
4. Extension of the Agreement: The continuation of the CE position beyond this 5-year term fund is contingent upon the agreement of both parties to continue funding the position at this amount or an amount to be determined by mutual agreement. At the conclusion of the 2nd year of this term, and each year thereafter, ANR and the ***[name of partner]*** will discuss extending the funding agreement for the CE ***[enter position type]*** position by an additional year. In the event of an extension, a new end date and pledge schedule will be noted in addenda to this Agreement and signed by both parties.
5. Position review: The position will report academically and administratively to the ***[enter relevant supervisor – e.g., County Director or other]*** who will be responsible for administering an annual review process. The UC ANR advancement system will document annual performance appraisals. It is expected that successful performance will result in continuation of the position, subject to the funding renewal of this -agreement. (***include the following for advisor/specialist positions:*** This position is not eligible for indefinite status. Consideration for future sabbatical leave as part of the position benefits will be considered by the parties following the second term review of the CE the ***[enter position type]***.)
6. Investment: The assets of the CE the ***[enter position type]*** fund may be mingled for investment purposes with the investment assets of the University of California and managed according to its investment policies.
7. Additions: Any individual, corporation, foundation, trust, estate, or other legal entity may make additions to the CE the ***[enter position type]*** term fund at any time. Additions shall be subject to the provisions of this Agreement.
8. Amendment: By mutual consent of members of the ***[name of partner]*** and the Vice President – UC Agriculture and Natural Resources, modifications to this Agreement may be made. Any, and all, changes must be recorded in addenda, which shall form part of this Agreement, and must be signed by the parties concerned.
9. Payment Schedule: The ***[name of partner]*** intends to fund this term fund according to the following schedule:
	1. Annual payments of ***$164,000. (note: this is the full cost for an Assistant CE Advisor starting in FY21 based on average cost over 5 years at customary merit progression).***
	2. The first payment shall be made no later than the date of hire of the CE ***[enter name of position and type]***.
	3. Thereafter, subsequent payments shall be made on the anniversary of hire each year, with the last annual payment made at the start of the fifth year, or later upon extension of the Agreement.
	4. Payments may be accelerated at the discretion of the ***[name of partner]***.

IN WITNESS WHEREOF, University and Commission executed this Agreement as of ***[date]***

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***[name of partner]*** UC REGENTS

Glenda Humiston – Vice President

University of California Agriculture and Natural Resources