

# Purdue Extension Partner Determination Guide

## Notes:

- Any entity that receives Federal dollars must follow the same guidelines for EEO and Civil Rights compliance as Purdue Extension...therefore, we wouldn't need a form from them.
- When Educators are *invited* to be a guest speaker or to provide a program (or program series) on a one-time basis *and* Purdue Extension is *not* listed on the sponsoring entity's promotional material as a sponsor, no form is needed.
- If educators serve on an entity's board of directors because of their expertise as a Purdue Extension Educator a form CR10 should be signed because the educator has a formal role within that organization.

Group	Considerations	Partner Form On-going relationship (CR10)	Program Form One-time event (CR11)
Private Schools	<ul style="list-style-type: none"> <li>If we collaborate on a one-time program where Purdue Extension and the school are both listed as sponsors</li> <li>If Purdue Extension has ongoing programming where Extension and the school are viewed as partners in a number of program initiatives (such as after-school programs, etc.)</li> </ul>	√	√
Hospitals	<ul style="list-style-type: none"> <li>Co-sponsoring Health Fairs with Extension, Dining with Diabetes, etc. on a one-time event basis (Form done for each program)</li> <li>If Purdue Extension has ongoing programming where Extension and the hospital are viewed as partners in a number of program initiatives (such as Dining with Diabetes, Healthy Heart Cooking, etc.)</li> </ul>	√	√
Libraries	<ul style="list-style-type: none"> <li>Public Libraries receive Federal Funds ... therefore its facilities, programs, and employment must be assessable to all individuals in compliance with Federal and State statues and policies. (forms are optional)</li> </ul>	-	-
YMCA's	<ul style="list-style-type: none"> <li>Co-sponsoring programs with Extension on a one-time event basis (Form done for each program)</li> <li>If Purdue Extension has ongoing programming where Extension and the YMCA are viewed as partners in a number of program initiatives.</li> </ul>	√	√
Methodist Church Camp	<ul style="list-style-type: none"> <li>(Where 4-H camp is held) ... no form is needed as long as the Methodist Church Camp is <i>only depicted and mentioned as the location</i> for the event ... it should not be listed as a sponsor. The EEO statement included on Extension's promotional material would cover the inclusive nature of the event.</li> </ul>	-	-

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Chamber of Commerce	<p>As business and community associations, chambers of commerce are funded by membership dues, as well as receiving non-dues revenue through events, sponsorships, contracts and sales of various products and services. The majority of local chambers consist of small businesses having 25 to 30 employees. While not part of local, state, or federal government, chambers often partner with government to accomplish the chamber mission.</p> <ul style="list-style-type: none"> <li>▪ Co-sponsoring programs with Extension on a one-time event basis (Form done for each program)</li> <li>▪ If Purdue Extension has ongoing programming where Extension and the Chamber are viewed as partners in a number of program initiatives.</li> </ul>	√	√
Civic Groups – Rotary, Kiwanis, etc.	<ul style="list-style-type: none"> <li>▪ Co-sponsoring programs with Extension on a one-time event basis (Form done for each program)</li> <li>▪ If Purdue Extension has ongoing programming where Extension and the Civic Group are viewed as partners in a number of program initiatives.</li> </ul>	√	√
Habitat for Humanity	<ul style="list-style-type: none"> <li>▪ Co-sponsoring programs with Extension on a one-time event basis (Form done for each program)</li> <li>▪ If Purdue Extension has ongoing programming where Extension and the Civic Group are viewed as partners in a number of program initiatives.</li> <li>▪ If an educator serves on an entity's board of directors because of their expertise as a Purdue Extension Educator a form CR10 should be signed because the educator has a formal role within that organization.</li> </ul>	√  √	√
Marriage Builders	<ul style="list-style-type: none"> <li>▪ I'm not familiar with this group ... it sounds, though like it would require the CR 11 if we co-sponsor a program. If the educator is a guest speaker then no form is needed.</li> </ul>		√
Farm Bureau	<ul style="list-style-type: none"> <li>▪ Purdue Extension and Farm Bureau often collaborate on a regular basis and are viewed as partners on the local level.</li> </ul>	√	

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Farmers Market Groups	<ul style="list-style-type: none"> <li>▪ Co-sponsoring programs with Extension on a one-time event basis (Form done for each program)</li> <li>▪ If Purdue Extension has ongoing programming where Extension and the Farmers Market Group are viewed as partners in a number of program initiatives.</li> <li>▪ If an educator serves on an entity's board of directors because of their expertise as a Purdue Extension Educator a form CR10 should be signed because the educator has a formal role within that organization.</li> <li>▪ If Extension does not collaborate with this group no form is needed.</li> </ul>	   √   √	   √   -
Drug Free Coalition Boards	<ul style="list-style-type: none"> <li>▪ The coalition receives government Funds ... therefore its facilities, programs, and employment must be assessable to all individuals in compliance with Federal and State statues and policies. (forms are optional)</li> </ul>	-	-