

## Memorandum of Understanding

January 1, 2016 – December 31, 2016

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This agreement has been entered into as of 2/16/16 between the Grand Traverse Conservation District (GTCD), and the Master Gardener Association of Northwest Michigan (Master Gardeners), whose address is: c/o MSUE, Suite 107, 8527 E. Government Center Dr., Suttons Bay, MI 49682. The agreement outlines the terms of our facility use and programming partnership for the 2015 calendar year.

### Rationale

The mission of the Grand Traverse Conservation District (GTCD) is to inspire exploration, appreciation and conservation of the natural world. The creation of facility use and programming partnerships with organizations with similar missions can help the GTCD work toward its mission while simultaneously providing benefit to the partner organizations.

#### A. The parties to this MOU agree that:

1. Both organizations provide the community with up-to-date horticulture and natural resource management information through a variety of educational programs and activities. Both organizations share an interest in encouraging the use of native plants in landscaping and are interested in working together to provide demonstrations of native plant landscaping.
2. GTCD and Master Gardeners intend to work cooperatively, and with others, to develop, maintain and showcase demonstration gardens and hold educational workshops at the Boardman River Nature Center.

#### B. Responsibilities of the Grand Traverse Conservation District

1. GTCD will provide use of the Boardman River Nature Center Community Room for the Master Gardener's monthly meetings at no charge (\$1200 value).
2. GTCD will work with Master Gardeners in the oversight, planning, planting and maintenance of the Native Plant Demonstration Garden, the Butterfly Garden and the five rain gardens at the Boardman River Nature Center.
3. Maintain the remainder of the grounds not included in the preceding paragraph. Maintenance includes, but is not limited to: mowing, watering, fertilizing, weed control, hazard tree removal and landscaping not associated with the gardens listed above.



**Grand Traverse  
Conservation District**

4. Identify a GTCD representative who will function as overall project leader and work to identify needs and delegate responsibilities to the Master Gardener's project representative and Master Gardener Volunteers.
5. Provide, within its budget, grounds, plant materials, irrigation and other inputs necessary to develop and maintain attractive and informative demonstration gardens compatible with GTCD's conservation values.
6. Collaborate with Master Gardeners to use the gardens as educational tools to further both organizations' goals.
7. Recognize, at GTCD expense, Master Gardener's contribution to this joint venture through signage at the garden sites and on GTCD's website. GTCD will design recognition materials with input from Master Gardeners.
8. As space allows, display the Master Gardener's brochures or other informational materials at the Boardman River Nature Center.

**C. Responsibilities of the Master Gardeners**

1. Assist GTCD in the oversight, planning, planting and maintenance of the Native Plant Demonstration Garden, the Butterfly Garden and the five rain gardens at the Boardman River Nature Center. Plans and plant species will be approved by the GTCD prior to planting.
2. Master Gardeners, together with MSU Extension, will promote volunteer opportunities at the Nature Center as well as recognize efforts of volunteers contributing to this project.
3. Identify a Master Gardeners representative who communicates with the GTCD project leader on a regular basis.
4. By signing this MOU, the Master Gardener organization agrees that it will abide by the Facilities Use Agreement for the use of the Boardman River Nature Center, community room, or pavilion.
5. Where GTCD facilities are needed for Master Gardener special events, the charge for the facilities will be at the non-profit rate. \*There will be no charge if volunteer hours of service documented over and above the base contribution of 80 hours are of equal or higher value (\$15 per hour of service) than the fees that would be charged.

**Modification and Termination**

The parties may modify this MOU as may be reasonable and necessary, in keeping with policies, procedures and practices of the parties' individual organizations. Any party may terminate this MOU at any time upon 30 days written notice of termination.



Grand Traverse  
Conservation District

Signed by:

Master Gardener Association of NW Michigan

Michl. Warden, President  
Name/Title

2/16/16  
Date

Grand Traverse Conservation District

Marshall Backus, Executive Director  
Name/Title

2-16-16  
Date