

Memorandum of Understanding
between the
Inter-American Institute for Cooperation on Agriculture (IICA)
and
The American Distance Education Consortium (ADEC)

The American Distance Education Consortium, hereinafter (ADEC), represented by its Dr. Janet K. Poley, President ADEC, and the Inter-American Institute for Cooperation on Agriculture, hereinafter IICA, represented by its Director General, who expressly delegates to Francois Dagenais Director of Education and Training the power to sign this document on his behalf, hereby subscribe the present Memorandum of Understanding, subject to the following recitals and clauses:

WHEREAS:

ADEC is an international consortium of state and land grant institutions.

ADEC provides economic distance education services via the latest and most appropriate information technologies.

ADEC places emphasis on programs related to: food and agriculture; nutrition and health; environment and natural resources; community and economic development; and children, youth, and families.

IICA is the specialized agency for agriculture of the inter-American system;

IICA is an organization of recognized competence and experience in education and training and maintains permanent offices in its Member States through which it carries out its technical cooperation and activities;

The combined complementary efforts by ADEC and IICA can provide a more effective contribution to the delivery of distance learning education for the agricultural, rural and natural resources sectors than could be achieved by separate and independent actions of each.

This agreement reflects the mutual interests of these two institutions in three key areas: (a) the development, promotion and delivery of distance learning education for the agricultural, rural and natural resources sectors (b) the improvement of distance learning methods and (c) competitive application of emerging digital technologies to distance education. ADEC and IICA will collaborate directly with the Ministries of Agriculture, global, regional and national educational systems, and other stakeholders primarily those affiliated with ADEC or IICA, such as the World Bank through the Global Development and deployment of learning material and methodological outreach, the design, negotiation

and implementation of new activities, improved promotion of distance learning for all the Americas and successful negotiation of additional funds required to finance their pursuit.

IT IS AGREED

CLAUSE ONE. Objectives

The present agreement establishes the general foundation necessary for meeting the following objectives:

- a) To contribute to the development, promotion and delivery of distance learning education for the agricultural, rural and natural resources sectors as a means of enhancing the improvement of agricultural and rural development.
- b) To establish a framework and legal basis for specific Agreements, Operating Contracts or Letters of Understanding that may arise in the future from shared concerns, or in response to proposals for collaboration by either Party.

CLAUSE TWO. Areas of Cooperation

The areas of cooperation covered by this Agreement shall be those that contribute to achieving the objectives set forth in Clause One.

The following general areas of interest (not necessarily all inclusive) will serve as a long-range agenda for further discussion, negotiation and action:

- Organize seminars and workshops of experts related to distance education to identify a hemispheric strategy, define the required action plans and develop an optimal approach to achieve the goals of this agreement;
- Based on inputs from the experiences and capabilities of both organizations, and broad-based participatory consultation with stakeholders, prepare an annual work plan between IICA and ADEC outlining how the two organizations can complement their mutual activities;
- Develop a program of exchange of graduate students and professionals in this field that will work in IICA and ADEC partner institutions to develop and promote new multimedia learning material;
- Analyze the information related to demand and offer of distance learning resources in the Americas for the agricultural and rural sectors;
- Research programs related to development of distance learning methods tailored to specific agricultural, rural development and natural resource management issues;

- Develop information and communication vehicles promoting distance learning courses for the Americas;
- Development and management of collaborative projects for the benefit of the technicians and the agro-entrepreneurs (small farms and small businesses) of the Americas;
- Exercise all the necessary efforts to strengthen the Global Development Learning Network for Agriculture (GDLNA) and similar digital vehicles;
- Organize joint actions that build long-term cooperation among participating institutions.
- Leadership, policy and management training and technical assistance.

CLAUSE THREE. Operating Procedures

The Parties shall observe the following guidelines in executing the present Agreement, insofar as it is possible and advisable:

- a) The highest authorities of each Party, or their designated representatives, shall maintain ongoing official contact;
- b) Pursuant to paragraph b. of Clause One, the execution of specific actions shall be governed by Agreements, Operating Contracts or Letters of understanding which shall set forth, in each case, the objectives, means of action, modes of participation, obligations of each Party; technical, financial, human resources, and other contributions; and budgets;
- c) When deemed necessary, Parties may create groups or technical missions to study the nature, intensity, and range of projects and activities that are being carried out or that could potentially be carried out under the present Agreement, and put forth recommendations and project proposals that may be necessary and would lead to future specific Operating Agreements;
- d) The specific Agreements, Operating Contracts or Letters of Understanding referred to in the present Agreement may include the participation of other multilateral or bilateral technical cooperation and financial assistance organizations; or governments of countries concerned with improving agriculture and rural development in Latin America and the Caribbean; or private organizations. The specific Operating Agreements or Contracts referred to in the present Agreement may include the participation of one or more other multilateral or bilateral technical cooperation and financial assistance organizations; or governments of countries concerned with improving agricultural and rural development in Latin America and the Caribbean; or private organizations whose

aims are compatible with those of the Parties, if the signatories of the present Agreement find it advisable and necessary;

- e) The Parties shall extend reciprocal invitations for the designation of observers to attend regular and special meetings of their respective governing bodies and other meetings held to review matters of mutual interest;
- f) Either Party shall be free to furnish such equipment as may be needed. Equipment provided by the Federal Government shall remain the property of the Federal Government, subject to its removal or other disposition at any time. Equipment provided by the Cooperator shall remain the property of the Cooperator, subject to its removal or other disposition at any time;
- g) This Memorandum of Understanding is to define in general terms the basis on which the Parties concerned will cooperate and does not constitute a basis for financial obligations or expenditures. Each Party will handle and expend its own funds;
- h) The responsibilities assumed by the cooperating Parties are contingent upon funds being available from which the expenditures may be legally made;

CLAUSE FOUR. Instruments for Cooperation

The Parties may decide which means are most appropriate for carrying out the specific Agreements, Operating Contracts or Letters of understanding provided for in the present Agreement.

CLAUSE FIVE. Activities and Responsibilities

The Parties shall be responsible for conducting the following activities in achieving the objectives of the Agreement:

- a) Responsibility of IICA

IICA shall:

Identify a staff person responsible for coordinating the efforts to facilitate the responsibilities that flow from this Cooperative Agreement.

- b) Responsibility of ADEC

ADEC shall:

Identify a staff person responsible for coordinating the efforts to facilitate the responsibilities that flow from this Cooperative Agreement.

c) Shared Responsibility

Both parties shall participate in, and share responsibility for, developing the Areas of Cooperation enumerated in Clause One.

Specifically, ADEC and IICA will facilitate the development of strategic partnerships among ADEC and IICA. These partnerships will identify projects that can be supported through grant and contract funding. IICA and ADEC will nurture these strategic partnerships and assist in the process of securing the additional resources required to achieve their implementation. The broad objective will be to support cooperative agricultural education, extension and research activities that draw on the resources of the participating institutions, and that will support the growth and development of agriculture, natural resources and rural communities in the Inter-American region. The activities supported by this Memorandum of Understanding will, in general, be funded by fresh resources obtained through joint efforts.

CLAUSE SIX. Reciprocity

Each of the parties to the Agreement agrees to recognize the contributions of the other in executing the activities agreed upon, in publications, reports, informational materials, messages or any other means used to disseminate information on these activities.

This Memorandum of Understanding is for the period of three (3) years, and initiated on the ___13th___ day of ___October___, 2003. The Memorandum of Understanding can be terminated by either of the parties with ninety (90) days written notice. The agreement can be renewed and/or extended by the mutual consent of both parties.

**American Distance Education
Consortium (ADEC)**

**Inter-American Institute for Cooperation
on Agriculture (IICA)**

**Dr. Thayne Dutson
Chair, ADEC Board of Directors**

**Francois Dagenais
Director of Education and Training**