

**MEMORANDUM OF UNDERSTANDING BETWEEN WAUKESHA COUNTY
UW-EXTENSION AND CITY OF WAUKESHA**

WHEREAS, the Waukesha County UW-Extension (UW-Extension) and the City of Waukesha enter into the following agreement; and

WHEREAS, UW-Extension will teach and facilitate the City of Waukesha Energy Project: Business Educational Outreach Program; and

WHEREAS, UW-Extension and the City of Waukesha desire to set out an understanding of their activities as they work together.

THEREFORE, the following is a general understanding of the activities of UW-Extension and the City of Waukesha:

1. UW-Extension shall invoice the City of Waukesha for its administration and program work for the Energy Project in the amount of Fifteen Thousand Dollars (\$15,000). UW-Extension will invoice quarterly beginning on or about April 1, 2015. All payments will be paid prior to completion of the project by November 30, 2015.
2. UW-Extension will conduct face-to-face meetings with low to moderate income families in the Phoenix Heights Neighborhood Revitalization Area, and educate residents on energy conservation practices for their homes
3. UW-Extension will refer families to home improvement and energy efficiency programs administered by the Waukesha City Community Development Department.
4. UW-Extension will connect with UW-Extension State Specialists and other resources to develop an energy conservation fact sheet folder for families in the Phoenix Heights Neighborhood Revitalization Area.

Dated: _____

Waukesha County

By: _____

Lisa M. Lake, Programs & Projects Analyst

Dated: _____

City of Waukesha

By: _____

Jennifer Andrews, Project Manager