



Oregon State
University

Extension Service – Benton County

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5/2/2025

To: Rick Crager, Interim - Benton County Finance Director
Jennifer Ficek –Administrative Supervisor, Public Works

From: Richard Riggs, Western Regional Director, Oregon State University Extension Service
Carolyn Ashton, Local Liaison, Oregon State University Extension Service – Benton

Re: Extension District Budget request for FY 2025-2026

We are writing to request funding from the Benton County Agricultural Extension Services County Service District for Oregon State University Extension Service in Benton County. The following paragraphs provide details of the request.

Budget Request

Benton County has provided funding to the OSU Extension Service Benton County as part of the General Fund budget and other fund sources, such as Title III, since the creation of the Extension in the early 1900's. The establishment of the Benton County Agricultural Extension Services County Service District began a new era and level of investment for programs and services specifically for county residents.

The OSU Extension Service District FY2025-26 total revenue is **\$956,577**. Benton County reserves **\$71,305** for facilities rental and county professional services. The total FY2025-26 OSU Extension budget request is \$885,272 which includes reserve of \$53,133.

The OSU Extension budget request includes **\$766,984** for salary and other payroll expenses (OPE) for faculty and staff serving Benton County. The remaining **\$118,288** is for materials and services, such as printing, mailing, phones, internet, travel, educational materials and supplies and temporary/student workers. Details of the **2025-2026 Proposed Budget Request** are listed on the next page.

2025-2026 Proposed Budget Request

Benton County Agricultural Extension Service County Service District

Benton County Govt. Services & Rent

District Audit Costs	6,000
State Ethics Commission	800
Legal Notices (Budget)	1,200
County Overhead	6734
Refunded Interest	100
Space Cost @ Sunset (Rent)	56,471
Sub-total BC Services & Rent	71,305

Payments to other Governments (OSU Extension)	832,139
Contingency/Reserves (Remainder with District)	53,133
Total Budget Request	885,272

Payment to OSU Extension Service Benton County

Salaries & OPE	766,984
Student/Temp	20,000
Travel & Area Agent Support	39,500
Materials & Services	48,288
Equipment	<u>10,000</u>
Total OSU District Expenditures	885,272.00

For FY 25-26, if our budget request is adopted, we will send a request to Oregon State University Administration Business Center to bill the county in quarterly payments of **\$208,034.75** for a total of **\$832,139.00** for payments to OSU Extension Service – Benton County.

We have attached an updated organizational chart highlighting the various existing and proposed positions serving Benton County. It also highlights the amount of FTE that would be funded by the District if this budget request is approved. Currently the district funds support a total of approximately 7.3 Full Time Equivalent (FTE). 3 FTE in front office staff and 4.3 FTE in community educators and local liaison stipend. This budget proposal includes funds for a Open Campus Juntos Outreach position. This position directly benefits Benton County youth and adults and align with our mission and goals.

Currently community educators and program support positions serve and manage volunteer programs (4-H club programs, Master Gardener, Master Food Preserver, Master Woodland Manager & 4-H Wildlife Stewards), support the small farms/community food systems programs, and support the 4-H environmental science programs and healthy living programs at schools, in communities and at county and OSU forests.

Mission & Purpose: The Oregon State University Extension Service engages the people of Benton County with research-based knowledge and education that strengthen communities and economies, sustain natural resources, and promote healthy families and individuals.

The OSU Extension Service has been in existence since 1911. An outgrowth of federal legislation including the 1862 Morrill Act, the Hatch Act of 1887 and the 1914 Smith-Lever Act, the partnership with Oregon counties enables Extension to be the “Front door to OSU”. In Benton County, Extension functions as an integral part of the county. Faculty housed in this office, in surrounding counties and on campus deliver educational programs to residents in several key areas: Commercial Agriculture (large and small farms), Community Horticulture (Master Gardeners), 4-H Youth Development (4-H Clubs, 4-H FOCUS AND Wildlife Stewards school programs, 4-H Teens as Teachers after-school programs and 4-H residential and day camps), Family and Community Health (SNAP-ED, EFNEP, Master Food Preservers), and Forestry and Natural Resources (Master Woodland Managers, Master Naturalists, Oregon Season Tracker Citizen Scientists).

OSU places Extension faculty in counties to deliver education in these key areas where county and other support exists, leveraging additional state, federal and grant funding to pay for these positions and service to residents. In addition, faculty trained **390** volunteers that provided approximately **46,700 hours** of community service annually which is valued at more than **\$1,624,693 in wages** based on current state rates.

Goals, Actions

1: Provide training, information and activities to improve key health indicators (nutrition, physical activity, environmental, etc.) for youth and families. This will be done through 4-H Youth Development clubs, camps, after-school and in-school programs, and by delivering family and community health education programs to high-risk adults and families, training community volunteers that will teach others, and partnering with food resource organizations to provide a secure, healthy, and affordable food supply.

2: Provide training and information to improve productivity, profitability and sustainability of new and existing small and large family farms and forestry businesses. Train volunteers in forest, fisheries and wildlife management practices and support their sharing this knowledge with other community members.

3: Provide training and information to address key environmental issues impacting communities and natural resources. Train Master Gardeners, 4-H Wildlife Stewards, Citizen Science volunteers, and other residents to engage in community education and enhancement projects.

4: Improve access of university education and resources to Benton County residents through direct, indirect (volunteer) and media outreach. Continue to produce an array of print and electronic newsletters and utilize social media tools to raise awareness of how to engage in Extension activities and access university information.

5. Preserve and strengthen existing programming within Benton County while continuing to serve all county residents to the best of the Service District Funds ability.

Outcomes are reported by individual faculty using the following metrics:

1. Number of people contacted/served
2. Number of volunteers trained/supported, their donated hours, projects completed and people contacted/served
3. Increased awareness, knowledge, skills and changes in practices of the participants
4. Adoption of new research-based behaviors proven to lead to positive long term outcomes
5. Increased youth success in a life skill, work skill or community service project
6. Adoption of a practice and the related increased profit or productivity, reduced cost or improved environmental, health or community condition
7. Summary of outcomes and impacts for targeted underserved populations as compared to other populations.