



Natural Resources Conservation Service
344 Merrow Road, Suite A
Tolland, CT 06084-3917
(860) 871-4011 – phone
(860) 871-4054 – fax

**MEMORANDIUM OF UNDERSTANDING
BETWEEN
(NAME OF ENTITY)
AND
U.S. DEPARTMENT OF AGRICULTURE
NATURAL RESOURCES CONSERVATION SERVICE
CONNECTICUT**

This Memorandum of Understanding (MOU) is entered into by and between the (Entity)(Sponsor), and the United States Department of Agriculture, Natural Resources Conservation Service (NRCS) Connecticut.

Background

As a result of Hurricane Sandy in 2012, a number of Connecticut Counties suffered substantial flood damages and were Presidentially declared a disaster area. At least three of these counties sustained considerable damages to homes, including the complete destruction of many. Because of this devastation, Connecticut NRCS is proposing to implement the Floodplain Easement Program for the Emergency Watershed Protection Program.

Purpose

The purpose of this MOU is to provide for the implementation of Phase I of Connecticut's Emergency Watershed Protection Program – Floodplain Easement Program, (EWPP-FPE).

Phase I of the program will include the official announcement of the program, the request for applications, and eligibility review of applications.

The purpose of the EWPP-FPE is to purchase floodplain easements on eligible lands and to restore the floodplain functions and values to natural conditions to the greatest extent practical. Floodplain easements restore, protect, maintain, and enhance the functions of the floodplain; conserve natural vales including fish and wildlife habitat, water quality, floodwater retention, ground water recharge, and open space; reduce long-term federal disaster assistance; and safeguard lives and property form floods, drought, and the products of erosion.

The floodplain easement program provides an opportunity for landowners to recover from a catastrophic flood event. Easements provide long-term economic, social, and environmental benefits to landowners and the public .

Authority

22 USC 2203, as amended, 7 CFR, Part 624



Responsibilities

A. The Sponsor agrees to:

1. Announce Phase 1 of the Connecticut Floodplain Easement Program in coordination with NRCS.

This announcement will be made through one or more of the following:

- a. Official press conference
 - b. Public meetings
 - c. Press releases to available media outlets
2. Provide meeting space for informational meetings and program application activities.
 3. Provide available staff to assist in conducting informational meetings and program application activities.
 4. Provide available staff to accept and assist with applications.

B. The Natural Resources Conservation Service (NRCS) agrees to:

1. Coordinate with the Sponsor in the announcement of Phase 1 of the Connecticut Floodplain Easement Program.
2. Provide available staff to assist the Sponsor in providing Program information, eligibility criteria and application procedures.
3. Rank eligible applications utilizing an established ranking criteria and process.

C. It is mutually agreed and understood that:

1. Each will cooperate fully in the implementation of Phase 1 of the Connecticut Floodplain Easement Program.
2. Personnel, facilities, and funds available to the Sponsor from state, local and private sources are to be under the administrative jurisdiction of the Sponsor.
3. Personnel, facilities, and funds provided by NRCS are to be under the administrative jurisdiction of NRCS. All matters that may require administrative action or approval by NRCS will be handled through the established administrative procedures of NRCS.
4. This MOU is not a funds obligation document. Any endeavor by either party that involves the reimbursement, contribution of funds, or transfer of anything of value between the parties will be handled in accordance with applicable laws, regulations and procedures. Such endeavors shall be outlined in separate agreements, shall be made in writing by representatives of both parties, and shall be independently authorized by appropriate statutory authority. This MOU does not provide such authority.

Technical/Administrative contacts

A. (Entity)

Address
City, State, Zip
Phone:

B. Natural Resources Conservation Service

1. Lisa R. Coverdale, State Conservationist (technical)
344 Merrow Road, Suite A
Tolland, CT 06084
(860) 871-4011

2. Arthur Ramthun, State Conservation Engineer/EWP Program Manager
344 Merrow Road, Suite A
Tolland, CT 06084
(86 0) 871-4030

3. Michelle Hendricks, State Administrative Officer
344 Merrow Road, Suite A
Tolland, CT 06084
(860) 871-4034

Provisions

1. All activities and programs conducted under this MOU shall be in accordance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; Civil Rights Restoration Act of 1987 (Public Law 100-259); and other non-discrimination statutes: namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendment of 1972, and the Age Discrimination Act of 1975.

2. All activities and programs will also be in accordance with the United States Department of Agriculture's non-discrimination statement.

Non-Discrimination Policy

The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases apply to all programs and/or employment activities.)

To File an Employment Complaint

If you wish to file an employment complaint, you must contact your agency's [EEO Counselor](#) within 45 days of the date of the alleged discriminatory act, event, or in the case of a personnel action. Additional information can be found online at http://www.ascr.usda.gov/complaint_filing_file.html.

To File a Program Complaint

If you wish to file a Civil Rights program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9419, by fax at (202) 690-7442, or email at program.intake@usda.gov.

Persons with Disabilities

Individuals who are deaf, hard of hearing or have speech disabilities and you wish to file either an EEO or program complaint please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).

Persons with disabilities, who wish to file a program complaint, please see information above on how to contact us by mail or by email. If you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.), please contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

Supplemental Nutrition Assistance Program

For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in Spanish, or call the [State Information/Hotline Numbers](#).

All Other Inquires

For any other information not pertaining to civil rights, please refer to the listing of the [USDA Agencies and Offices](#).

3. All activities conducted under this MOU shall comply with the Drug-Free Workplace Act of 1988 (Public Law 100-690, Title V, and Subtitle D).

Duration

This MOU shall become effective on the date of the last signature and continue in effect for a period of 1 year, or until modified or terminated. This MOU may be modified or amended upon written consent of both parties. This MOU may be terminated with a 30-day written notice from either party.

(Entity)

Date:

Lisa R. Coverdale, State Conservationist
Natural Resources Conservation Service, Connecticut

Date: