

## **Glossary**

### **UNH Cooperative Extension**

**1862 INSTITUTIONS** – Land Grant Universities created by the Morrill Act in 1862. These institutions are located in all 50 states. The Morrill Act was intended to provide a broad segment of the population with a practical education that had direct relevance to their daily lives.

**1890 INSTITUTIONS** – Colleges created by expansion of the Morrill Act in 1890 in 16 southern states. Now integrated under passage of the 1964 Civil Rights Act.

**1994 INSTITUTIONS** – Native American Institutions which received land-grant status in 1994. *(APLU Acronyms 2009)*

**ACTION PLAN** – A detailed description of how a program will be conducted.

**AREA OF EXPERTISE (AoE) TEAMS** – Focused teams of campus and field specialists delivering educational programs on specific topics or disciplines throughout New Hampshire (e.g. nutrition education, forest stewardship, youth science education). Staff with an Area of Expertise will receive specialized training to ensure they have a high level of skills and knowledge and will work with campus and agency partners to ensure quality relevant programming.

**COALITION** – Individuals or organizations working together in a common effort for a common purpose to make more effective and efficient use of resources.

**CONTRACT/SUBCONTRACT** – A signed written agreement between UNHCE and another party to conduct educational programs.

**COUNTY COMMISSIONER** – An elected official responsible for the operation of county government.

**COUNTY CONVENTION** – A body of county government.

**COUNTY DELEGATION** – All elected representatives to the NH General Court from one county.

**DATA COLLECTION METHODS** – Ways of collecting information to mark progress towards reaching key objectives, outcomes and impacts.

**DISCIPLINE** – A field of study or expertise (See Area of Expertise above). UNHCE disciplines are grouped in AoE's within the following program areas:

Food and Agriculture

Natural Resources  
Community and Economic Development  
Youth and Family

**DISCIPLINARY** – Individuals from the same discipline group (as described above) work on a common issue including program planning, implementation, evaluation and reporting. The effort may be inter-county, intra-county or multi-state.

**INPUTS** – Resources invested in programs (staff time, fiscal resources, etc.)

**DEPARTMENT OF AGRICULTURE (USDA)** – The United States Department of Agriculture is the federal funding partner for Extension through the National Institute of Food and Agriculture (NIFA).

**EXTENSION FIELD SPECIALIST** – An Extension employee who delivers educational programs to clientele in a focused topic area (such as nutrition, fruit & vegetable production or water quality). Field specialists work statewide or in multicounty areas but are housed in county offices.

**EXTENSION SPECIALIST** – An Extension employee (typically based at UNH) providing statewide leadership in educational program development and evaluation in an assigned subject matter area in alignment with the program area's vision and goals. Extension Specialists facilitate the application of research-based knowledge and information from the University of New Hampshire, the nationwide Land-Grant System and other sources of reputable research.

**FISCAL YEAR** – A 12-month period used for accounting, which may differ from the calendar year of January through December.

**GIFT** – A direct donation from an individual, group or company to UNH Cooperative Extension for educational programming.

**GRANT** – Funding given for a specific program or project, usually from a private source or public agency.

**HATCH ACT 1887** – Legislation establishing the Agricultural Experiment Stations.

**HATCH GRANT** – Funding given to Land Grant University faculty for agricultural research through the Agricultural Experiment Station.

**IMPACTS** – Long-term changes in social, environmental, civic or economic conditions.

**IMPACT REPORTING** – A description of educational program efforts and their related outcomes that lead to changes in social, environmental, civic or economic conditions.

**INDICATORS** – Items measured throughout an educational program to determine progress toward intended outcomes and impact.

**INTERDISCIPLINARY** – Individuals from two or more discipline groups work together on a common issue. The program effort is shared across disciplines including planning, implementation, evaluation and reporting. The effort may be inter-county, intra-county or multi-state.

**ISSUES** – Matters of wide public concern; often related to base programs and interdisciplinary initiatives.

**KEY OBJECTIVES** – The measurable, highest priority intentions of an educational program.

**LAND-GRANT** – A designation given to institutions of higher education sustained and supported by the Morrill Acts, the Hatch Act, the Smith-Lever Act and subsequent legislation. These institutions are charged with making resources accessible to the public. UNH is a land-grant institution.

**LOGIC MODEL** – A tool for Extension program development, implementation, evaluation and impact reporting.

**MEMORANDUM OF UNDERSTANDING (MOU)** – The document which bonds the University of New Hampshire with county government or other partners in educational programming.

**MORRILL ACTS** – Legislation enacted in 1862 and again in 1890, which appropriated funds to create the land-grant colleges; it created 17 predominantly black land-grant colleges in the southern states in 1890 with the second Morrill Act.

**OBJECTIVE** – A statement indicating measurable intended results of a program.

**OUTCOMES** – Changes in knowledge, skills, motivation, behavior or condition for program participants, communities, the economy or the environment. Also known as impacts or objectives, outcomes are the desired end results of Extension educational programs.

**OUTPUTS** – Program audiences reached and activities conducted related to intended outcomes and impacts.

**PARTNERSHIP** – Individuals or organizations working together side-by-side to accomplish a common goal through a shared purpose and responsibility for outcomes and impacts.

**PLAN OF WORK** – A document identifying how Extension staff will focus their work over a fixed time period including intended impacts, action and evaluation plans.

**POSITION DESCRIPTION** – Information describing the job of a UNH Cooperative Extension employee commonly used for staff recruitment and performance management.

**PROGRAM TEAMS** – A unit of UNH Cooperative Extension staff who work in a similar discipline. (See “discipline” for the four program teams of Extension.)

**PROGRAM COORDINATOR** – An Extension employee under general supervision of a designated supervisor, responsible for assisting a Campus or Field Specialist in implementing and evaluating programs to meet educational objectives.

**PROGRAM TEAM LEADER** – An Extension employee who provides statewide leadership for a program vision and mission, securing and managing human and fiscal resources, and directing program development, marketing, implementation, evaluation and reporting to achieve the vision and mission. The program team leader also facilitates the application of research-based knowledge and information from the University of New Hampshire, the nationwide Land-Grant System and other sources of reputable research.

**RESEARCH/EMPIRICAL BASE** – Research results or data that supports a curriculum, recommendation or other educational work is effective and/or accurate.

**SITUATION STATEMENT** – Conditions indicating the need for Extension programming.

**SMITH-LEVER ACT** – Legislation establishing Cooperative Extension in 1914.

**STATE ADVISORY COUNCIL (SAC)** – A body composed of two representatives from each county advisory council, the state representative to the Council of Agriculture, Research, Extension and Teaching (CARET), and up to five members “at large.” The UNHCE State Advisory Council coordinates the efforts of County Advisory Councils and advises Cooperative Extension Administration.

**TARGET AUDIENCE** – A specific group of people focused on for specific program impact.

**TRIPARTITE** – Consisting of three parts.

**1890s COLLEGES** – Historically black land-grant institutions in 16 southern states. Tuskegee University is included.

**4-H** – The youth development program of Cooperative Extension. The 4 “Hs” stand for Head, Heart, Hands, and Health.