

**County Agricultural Extension District  
Extension Council**

**Test for using Agency Fund**

<b>Education Operating Fund</b>	<b>Agency Fund</b>
All of <b>Extension's</b> Money	Only <b><u>Other People's</u></b> Money (Not IN & OUT)
<b>Any</b> Money can be Deposited	<b>Must meet test</b>
<b>Controlled by the County Extension Council's</b>	<b>Somebody else's direction</b>
<b>Public Funds</b> subject to State of Iowa law	<b>Semi-Public</b> subject to Extension rules
Publish <b>detail</b> annually	Publish <b>summary</b>
<b>Carryover Restriction</b>	<b>No Carryover</b> Restriction

# AGENCY FUND

A County Agricultural Extension District may allow an Agency Fund to be established to hold funds in custody for an entity cooperating with Extension programs. These funds are owned and managed by the entity, not by the County Extension Council.

The Agency Fund allows only non-Extension money to be deposited, or held, in it. Agency funds typically involve only the receipt, temporary investment, and remittance of assets to their rightful owners.

Example of Agency Fund:

Non-grant Empowerment Board funds

Extension must not have the ultimate decision-making authority about the use of the funds, consider these criteria:

- A. Is the non-Extension entity legally separate? If so, the legal entity has sole decision-making authority for the money held in the fund.
- B. If any of the following apply, the Extension Council probably has the ultimate decision-making authority:
  - (1) Is the entity appointed by the Council?
  - (2) Does the entity carry out any part of the Extension program?
  - (3) Is the Council able to, if so desired, impart its will on the entity?
  - (4) Does the Council support the entity with other funding through the Education Operating Fund?

Example (Not Agency):

County Fair livestock sale proceeds (In/Out)