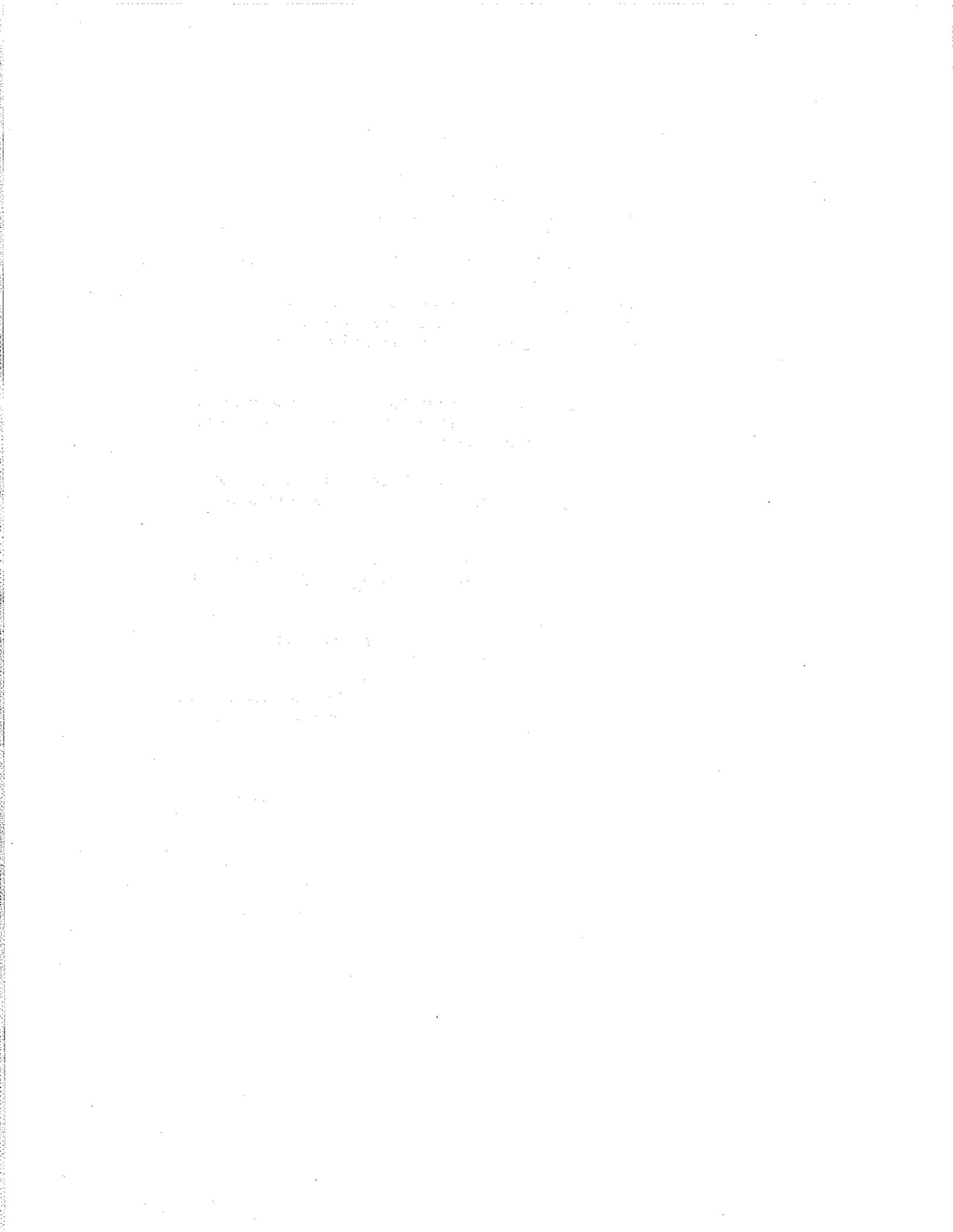


MEMORANUM OF UNDERSTANDING  
BETWEEN  
MONTGOMERY COUNTY GOVERNMENT  
AND  
MONTGOMERY COUNTY VOLUNTEER FIRE RESCUE ASSOCIATION (MCVFRA)

As stated in Section 21-21(g) of the Montgomery County Code, "active volunteers may participate in the County's tuition assistance program to the extent federal tax laws permit volunteers to do so." The County's tuition assistance program is subject to the following regulations:

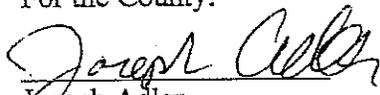
- (a) The County may approve tuition assistance for active volunteer development related to the active volunteer's current duties as a volunteer or those skills necessary for advancement within the volunteer ranks.
- (b) Employee must receive approval from the Department Director prior to submitting tuition assistance request to the Office of Human Resources for review.
- (c) The County may approve tuition assistance towards education and training to obtain a professionally recognized certificate, or an accredited post secondary education degree.
- (d) Colleges and Universities attended with tuition assistance funds must be accredited by a recognized accrediting agency.
- (e) All other short term training programs must relate to the active volunteer's current duties as a volunteer or those skills necessary for advancement within the volunteer ranks.
- (f) The County may approve tuition assistance for tuition payments only. The County will not approve tuition assistance for compulsory fees such as matriculation, registration, laboratory, and library fees.
- (g) The County will not approve tuition assistance for books, supplies, or extra fees such as late registration and parking.
- (h) All classes approved for tuition assistance must be held in the United States.
- (i) The County will not reimburse for courses which are primarily recreational, or utilize a specific faith-based method as a primary approach to problem solving or treatment.
- (j) Tuition assistance is available on a first-come first-served basis until all authorized funding has been obligated.
- (k) Active volunteers receiving tuition assistance must attend the activities for which they are receiving tuition assistance during their off duty hours.



- (1) An active volunteer who received tuition assistance must complete the training with a passing grade, or the employee must reimburse the County for the amount of the County's tuition assistance.

These regulations are effective as of the dates of signature below. The County's tuition assistance program is subject to change based upon the operational needs of the County, as well as available funding.

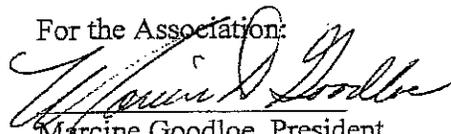
For the County:



Joseph Adler  
OHR Director

Date:

For the Association:



Marcine Goodloe, President  
MCVFRA

Date:

