

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

February 20, 2018

Agenda Item: 7.5

Subject: Acceptance of Memorandum of Understanding (MOU) — United Way Bay Area, District – Economic Development, Tri-Valley One-Stop Career Center

Background: The Tri-Valley One Stop (TVOS) has been selected again this year to service as a Volunteer Income Tax Assistance (VITA) site to assist community members with free tax preparation and filing. The program has grown substantially in the last few years.

TVOS serves as the site host and coordinates the program, and recruits, trains and certifies volunteers to serve as tax preparers. This year, services will be offered at the TVOS location, the Pleasanton Library, and at the Pleasanton School District. Taxes are electronically filed from late January through April 15.

The United Way of the Bay Area has awarded a grant of \$11,000 to offset the cost of serving as a VITA site. There is also the potential of earning incentive funds if there are 50-100 tax returns filed over the goal amount of 500. The grant period is February 1, 2018 to May 31, 2018. The grant is paid in two parts: in February and May.

Recommended Action: That the Board of Trustees accepts the proposed Memorandum of Understanding (MOU) and grant funding from the United Way of the Bay Area to the District-Economic Development, Tri-Valley One Stop Career Center, in the amount of \$11,000, for the period from February 1, 2018 through May 31, 2018. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the MOU on behalf of the District.

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Submitted: Krista R. Johns/Date

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Approved: Jannett N. Jackson/Date

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