



## Foothill-De Anza Community College District

12345 El Monte Road, Los Altos Hills, CA 94022

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### Memorandum of Understanding

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This Memorandum of Understanding (MOU) is made and entered into on **September 15, 2020** by and between Foothill - De Anza Community College District on behalf of the California Virtual Campus – Online Education Initiative, and **Chabot-Las Positas Community College District** on behalf of **Chabot College**.

Whereas, the California Virtual Campus – Online Education Initiative (hereto forward CVC-OEI), operated by the Foothill-De Anza Community College District (as fiscal agent) is an initiative focused on student success in the California Community Colleges through innovative online learning practices;

Whereas, the CVC-OEI oversees the management, competitive and equitable award of funds through the *Improving Online CTE Pathways* grant program; and understands the importance of allowing participating institutions to obtain funding for the Grant Completion Support as stipulated in Phase 3: Post-Implementation;

Whereas, Chabot College, through submission of a Subaward Agreement to participate in Phase 2: Grant Implementation is a recipient of Grant Completion Support Reimbursement (up to \$15,000) funding for allowable activities in the Phase 3: Post-Implementation;

Whereas, conducting college-wide analysis of the programmatic gaps and opportunities to improve online student success leading to increased employability or gains in wages is an important component of developing a responsive final report and also serves to strategically support future program growth opportunities at participating college(s);

We, the CVC-OEI and Chabot College, through this MOU, hereby agree to the following as it pertains to the Phase 3: Post-Implementation:

CVC-OEI, recognizing that colleges and districts throughout the CCC system vary in distance education expertise and staffing, will support all awarded institutions in the final reporting of the *Improving Online CTE Pathways* grant implementation, by providing Grant Completion Support funds.

Grant Completion Support Reimbursement (up to \$15,000 per Final Report) will be provided to fund one or more faculty and/or staff members to prepare the Final Report. Reimbursements will be issued upon receipt of the Final Report and an invoice.

Chabot College must accomplish the following to be eligible for Grant Completion Support Reimbursements:

1. Submission of a meaningful and responsive Final Report that addresses the Improving Online CTE Pathways track(s);

2. Upon submission of the Grant Final Report, submit and invoice the CVC-OEI for actual and allowable costs associated with activities required for the development of a responsive report. Reimbursable expenditures may not exceed \$15,000 per college and must be substantiated by receipts and/or documentation supporting the expenditures in accordance with the Grant Support Completion Reimbursement Invoices & Documentation section of the *Improving Online CTE Pathways Grant Program, Final Report Documents*.

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**Signature**

**Date**

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**Print Name**

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**Print Title**  
**Chabot-Las Positas Community College District**

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**Signature**

**Date**

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**Print Name**

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**Print Title**  
**Foothill-De Anza Community College District**