

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

January 15, 2019

Agenda Item: 7.2

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

Background: The Tri-Valley Career Center (TVCC) has again been selected to service as a Volunteer Income Tax Assistance (VITA) site to assist community members with free tax preparation and filing.

TVCC services as the site host, coordinates the program and recruits, trains and certifies volunteers to serve as tax preparers. This year, services will be offered at the TVCC location, the Pleasanton Library, and Las Positas College. Taxes are electronically filed from late January through April 15. The program has grown substantially in the last few years.

United Way Bay Area awarded a grant of \$13,000 to offset the cost of serving as a VITA site. There is also the potential of incentive funds for \$500-\$1,000 for an increase in returns filed. The grant period is January 16, 2019-June 30, 2019. The grant is paid in two parts in February and June.

Recommended Action: That the Board of Trustees approve the proposed Memorandum of Understanding (MOU) and grand funding from the United Way of the Bay Area to the District-Economic Development, Tri-Valley Career Center, in the amount of \$13,000, for the period of January 16, 2019 through June 30, 2019. 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: Ronald P. Gerhard/Date

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Approved: Thomas M. Fallo/Date

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