

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 17, 2019

Agenda Item: 7.1

Subject: Approval 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 serve as a Volunteer Income Tax Assistance (VITA) site to assist community members with free tax preparation and filing.

TVCC serves as the site host, coordinates the program, and recruits, trains and certifies volunteers to serve as tax preparers. Taxes are electronically filed from late January through April 15th of each year. This year, services will be offered at the TVCC office, the Pleasanton Library and Las Positas College.

The United Way Bay Area is awarding a grant of \$16,500 to the TVCC to offset the administrative costs of serving as a VITA site. The grant period will be December 18, 2019 through June 30, 2020, and the grant will be paid in two parts, in January and May.

Recommended Action: That the Board of Trustees approves the proposed Memorandum of Understanding (MOU) and grand funding from the United Way Bay Area to the District-Economic Development, Tri-Valley Career Center, in the amount of \$16,500, for the period of January 16, 2020 through June 30, 2020. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the MOU on behalf of the District.

Submitted: Theresa F. Rowland/Date

Approved: Ronald P. Gerhard/Date

_____ APPROVED

_____ DISAPPROVED

_____ TABLED