

Memorandum of Understanding

WHEREAS, the California Community Action Partnership Association (CalCAPA) and the County of Monterey, Community Action Partnership (MCCAP) have come together to administer a Moodle-based Learning Management System (LMS) tenant for the period of September 1, 2022 through February 28, 2025 in accordance with the usage terms that follow; and

WHEREAS, MCCAP agrees for CalCAPA to serve as the primary site administrator and fiscal agent for the LMS; and

WHEREAS, MCCAP herein desires to enter a Memorandum of Understanding (MOU) setting forth the services to be provided by CalCAPA; and

WHEREAS, CalCAPA will provide 30 Active User Accounts upon the creation of a dedicated tenant for the MCCAP in the LMS per year for the term of this MOU.

WHEREAS, an Active User Account is defined as a user that logs in to their user account at least once during a 12 month period,

NOW, THEREFORE, it is hereby agreed by and between CalCAPA and MCCAP as follows:

CalCAPA Responsibilities:

- Serve as the primary site administrator and fiscal agent for the LMS.
- Provide 30 Active User Accounts to MCCAP at no cost for the term of the MOU.
- Conduct LMS Admin meetings.
- Provide training sessions to support the creation and maintenance of the LMS tenant.

MCCAP Responsibilities:

- Dedicate at least one (1) LMS Admin to oversee the creation and maintenance of a dedicated tenant for MCCAP in the LMS,
- Participate in LMS Admin meetings and training sessions as required by CalCAPA to support the creation and maintenance of the LMS tenant.
- Provide access to e-learning content in the LMS in accordance with any restrictions imposed by e-learning content creators.

Fiscal

There is no charge to MCCAP for up the maximum allowance of 30 Active Users for the term of this MOU.

Termination

This MOU may be terminated by either party upon thirty (30) days written notice.

We understand and agree to this MOU and have reviewed and approved this application.


Signed _____ Date _____

Lori A. Medina, DSS Director

Signed  Date 7/28/2022 | 3:27 PM PDT

David Knight, Executive Director, CalCAPA

Approved as to Form:



Monterey County Deputy County Counsel

7/28/2022 | 6:15 PM PDT

Date