

Memorandum of Understanding

WHEREAS, the California Community Action Partnership Association (CalCAPA) and Monterey County Community Action Partnership (MCCAP) have come together to administer a Moodle-based Learning Management System (LMS) tenant for the period of April 15, 2025 through February 28, 2026, in accordance with the usage terms that follow; and

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

WHEREAS, CAA herein desires to enter a Memorandum of Understanding 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 CAA in the LMS per year until February 28, 2026, after which any active user accounts will transition to the LMS Usage Fee defined below;

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,

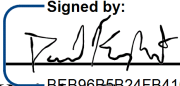
NOW, THEREFORE, it is hereby agreed by and between CalCAPA and CAA as follows:

- Dedicate at least one (1) LMS Admin to oversee the creation and maintenance of a dedicated tenant for the CAA 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, and
- LMS Usage Fee schedule:
 - For up to the maximum allowance of 30 Active User Accounts, there is no charge to the CAA until after February 28, 2026
 - For additional Active User Accounts over the maximum allowance, the CAA and CalCAPA will enter a new agreement before activating additional user accounts. The rate for additional seats is \$20 per 12-month period.

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

Signed _____ Date _____

Name (print) Roderick W Franks Title DSS Director

Signed  _____ Date 3/12/2025 | 9:21 AM PDT
David Knight, Executive Director, CalCAPA

Approved as to Form:

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Monterey County Deputy County Counsel

3/14/2025 | 10:11 AM PDT

Date