

FORM APPROVED COUNTY COUNSEL  
 BY: GREGORY P. PRIAMOS DATE: 10/23/14

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

929A



**FROM:** Community Action Partnership of Riverside County

**SUBMITTAL DATE:**  
 October 28, 2014

**SUBJECT:** Approval of the Grant Agreement #15VITA0072 of the Internal Revenue Service, Department of Treasury for the 2014-2015 Volunteer Tax Assistance Program for One (1) year. [Districts: All] [\$69,000] [IRS VITA]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Authorize the Chairman of the Board to sign the attached Grant Agreement #15VITA0072 between the Internal Revenue Service (IRS) and Community Action Partnership of Riverside County (CAP Riverside) to fund the 2014-2015 Volunteer Income Tax Assistance Program for \$69,000, covering the period of July 1, 2014 – June 30, 2015;
2. Authorize the Purchasing Agent, or designee to sign ministerial amendments and increases Agreement #15VITA0072;
3. Authorize the Executive Director of CAP Riverside to administer the program and sign all assurances, exhibits, and reports made under the Agreement;
4. Approve and direct the Auditor Controller to adjust the budget as identified in the attached Schedule A.

FISCAL PROCEDURES APPROVED  
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
 BY: [Signature] 10/24/14  
 Esteban Hernandez

[Signature]  
 Name: Maria V. Juarez, CCAP  
 Title: Executive Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 69,000	\$ 0	\$ 69,000	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/> X
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
SOURCE OF FUNDS: 100% IRS				Budget Adjustment: Yes	
				For Fiscal Year: 14/15	

**C.E.O. RECOMMENDATION:** APPROVE  
 BY: [Signature]  
 Donna Shaw  
 County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

- A-30
- Positions Added
- 4/5 Vote
- Change Order
- [ ]

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11:** Approval of the Grant Agreement #15VITA0072 of the Internal Revenue Service, Department of Treasury for the 2014-2015 Volunteer Income Tax Assistance Program for One (1) year. [Districts: All][\$69,000][IRS VITA]  
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**RECOMMENDED MOTION:**

**BACKGROUND:**

Since 2005, CAP Riverside has coordinated with the IRS to open VITA sites throughout Riverside County. The IRS funding will support CAP Riverside's Earned Income Tax Credit (EITC) Program by providing marketing/outreach materials, training for approximately 175 volunteer tax preparers and administrative support at 18 VITA sites.

**Impact on Citizens and Businesses**

The IRS estimates the 25% of California eligible EITC funds go unclaimed each year. EITC is recognized nationally as one of the most effective means to move low-income people out of poverty. Since 2005, CAP Riverside's volunteer tax preparers have completed over 20,682 income tax returns, generating over \$27.2 million in tax refunds for low-income residents of Riverside County. CAP Riverside anticipates completing 3,500 tax returns at no-cost for low-income Riverside County Residents for the 2014-2015 program year.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

No County General Funds would be required. \$67,000 was included in the budget for FY2014/2015. Budget adjustment for \$2,000 is included in Schedule A.

**Contract History and Price Reasonableness**

On November 24, 2009 (#3.41), November 9, 2010 (#3.3), October 18, 2011 (#2.5), October 1, 2013 (#3.5) the Board of Supervisors approved each consecutive VITA grant application. This application provides \$69,000 in funding for VITA program.

**ATTACHMENTS:**

**Budget Adjustment**

MYJ:afm

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**SCHEDULE A**

**Community Action Partnership of Riverside County  
Budget Adjustment  
Fiscal Year 2014/2015**

**INCREASE IN EST. REVENUE:**

CAARC-21050-5200300000-767220	Fed-Other Operating Grants	\$2,000
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**INCREASE IN APPROPRIATIONS:**

CAARC-21050-5200300000-527780	Special Program Expense	\$2,000
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