



MEMORANDUM OF UNDERSTANDING

Between

LIBRARY NAME

ADDRESS

and

LITERACYWORKS

625 Second Street

Suite 107

Petaluma, CA 94952

This statement serves as a memorandum of understanding between **Literacyworks Americorps (Literacyworks)** and the **(Library Name)**. **(Library Name)** agrees to provide a cash match of \$5,000 for each full-time member and/or \$2,000 for each half-time member and/or \$1,000 for each quarter-time member that serves at **(Library Name)** for the 2022-2023 program year as part of the CLLS AmeriCorps Initiative Grant received by Pacific Library Partnership.

Entire payment is due by September 30, 2022. In conjunction with the AmeriCorps program each library will document the library site's in-kind match as part of the total program match required by the funding agency. California Volunteers' policy requires that each library partner agree to place at least two members at their site. Literacyworks agrees to provide each member a semi-monthly (every two weeks) living allowance by direct deposit and provide each full-time member health benefits as required by AmeriCorps' policy. Further, any claim for Worker's Compensation will be covered by Literacyworks under the AmeriCorps Grant as administered by the AmeriCorps Program. The program is administered by California Volunteers (CV) and sponsored by the Corporation for National and Community Service (CNCS).

We, the undersigned, as authorized representatives of the (Library) and Literacyworks on behalf of the CLLS AmeriCorps Initiative, do hereby approve this agreement.

Library Director

Date

Paul Heavenridge

Executive Director, Literacyworks

Date

(Library Jurisdiction Name)