



## Legislation Text

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**File #:** 05-2307, **Version:** 1

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Recommendation to authorize City Manager to execute an agreement with Broad Spectrum Community Development Corporation for use of the Neighborhood Resource Center to provide free federal and state income tax preparation assistance to low- and moderate-income individuals and families from February 1, 2005 to April 15, 2005, with two one-year renewal options based on satisfactory performance.

(Citywide)

Broad Spectrum Community Development Corporation (Broad Spectrum), working under an agreement with the Internal Revenue Service (IRS), provides free federal and state income tax preparation assistance to low- and moderate-income individuals and families in Long Beach with a focus on providing assistance in claiming Earned Income Tax Credits (EITC). Further, Broad Spectrum links these individuals to free mainstream banking services, financial literacy workshops, and asset building strategies, such as homeownership and entrepreneurship opportunities.

Broad Spectrum proposes to work at the Neighborhood Resource Center (Center) to provide free tax preparation services two days per week during the tax season of February through April for Long Beach residents. The Center is centrally located, easily accessible by public transportation, and is open to all Long Beach residents. The Department of Community Development, Neighborhood Services Bureau, is responsible for the management of the Center, located at 425 Atlantic Avenue.

The attached Program Plan outlines the free federal and state income tax preparation assistance, electronic filing, and financial literacy referrals that Broad Spectrum proposes to provide to low income Long Beach residents. Funded by the IRS, United Way and the Los Angeles County Board of Supervisors, Broad Spectrum staff and volunteers will be responsible for scheduling appointments for tax services at the Center at no cost to the City or to the residents it serves.

The City will assist Broad Spectrum staff by providing office space at no cost, assisting in the marketing and outreach necessary to inform Long Beach residents of this free service, provide bilingual translators, as needed. In exchange, Broad Spectrum staff will provide free services two days per week during tax season and provide workshops and presentations to the Long Beach community regarding their services.

The term of the agreement will be from February 1, 2005 through April 15, 2005, with two one-year renewal options during the tax season based on satisfactory performance.

This letter was reviewed by Senior Deputy City Attorney Donna Gwin on January 20, 2005, and Budget Management Officer David Wodynski on , 2005.

The proposed tax preparation services need to be offered between February 1, 2005 and April 15, 2005.

The office space in the Neighborhood Resource Center and all other City Staff support is already

budgeted in Fund 150, utilizing Federal Community Development Block Grant funds. There is no impact on the General Fund.

Approve recommendation.

MELANIE S. FALLON  
DIRECTOR OF COMMUNITY DEVELOPMENT