



**MEMORANDUM TO:** Local Boards

**FROM:** Director

**DATE:** April 28, 2014

**SUBJECT:** Correction to Local Boards 2014-15 Operating and Reporting Requirements

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The purpose of this bulletin is to inform the Local Board of a correction to the due date of Mid-Year Partnership Progress Report as listed in the 2014-15 Operating and Reporting Requirements.

**WHAT IS HAPPENING:**

In the Local Boards 2014-15 Operating and Reporting Requirements there is a discrepancy on the due date of the Mid-Year Partnership Progress Report.

On page 11 of the Local Boards 2014-15 Operating and Reporting Requirements, it states that the Mid-Year Partnership Progress Report is due on October 30, 2014. However the Summary of Local Board Reporting Requirements chart and the sample template, states that the report is due on October 14, 2014.

The correct date is **October 14, 2014**, as listed in Summary of Reporting Requirements chart (page 23).

**NEXT STEPS:**

Please submit the Mid-Year Partnership Progress Report on October 14, 2014 to your local MTCU office.