

**League of United Latin American Citizens
2000 L Street, NW Suite 610
Washington, DC 20036**

**Department of the Navy
1000 Navy Pentagon
Washington, DC 20350**

**MEMORANDUM OF AGREEMENT
BETWEEN
THE DEPARTMENT OF THE NAVY (DON)
AND
THE LEAGUE OF UNITED LATIN AMERICAN CITIZENS (LULAC)**

12 July 2007

I. PARTIES

The parties to this Memorandum of Agreement (MOA) are the Department of the Navy (DON) and the League of United Latin American Citizens (LULAC).

II. PURPOSE

The purpose of this MOA is to establish a framework for cooperative initiatives between the DON and LULAC that will increase the participation of Hispanic Americans in the Department of the Navy (United States Navy, United States Marine Corps, and Federal civilians). This partnership provides enhanced visibility for DON as a potential employer for the Hispanic American community. The partnership is aimed at increasing the participation of Hispanic Americans in DON's Career Opportunities "Storefront" demonstration project designed to provide meaningful opportunities for Americans to serve their Nation.

III. OBJECTIVES

The objectives of this partnership are to increase employment opportunities for Hispanic American students and professionals; to increase educational and professional development opportunities for Hispanic Americans; and to support DON in meeting our strategic vision to diversify its workforce. By partnering with LULAC, the Career Opportunities Storefront Project allows DON to gain access to a large group of potential candidates to increase the diversity of human capabilities within the Department of the Navy; supports the assessment of candidates to qualify for jobs opportunities; provide information and career counseling to prospective candidates; as well as guidance on successfully navigating the Department's application processes. By partnering with DON, LULAC will provide support and guidance on career opportunities to their constituents and provides mentoring to these individuals' efforts to serve the country.

The DON and LULAC SHALL:

a. Implement the Department of the Navy's Career Opportunities "Storefront" Project initiative at the LULAC's annual conference. Collaboratively prepare for the project by discussing in advance the employment opportunities to be offered as well as qualifications requirements to ensure a successful event for all involved.

- b. Evaluate one another's performance in meeting the agreed upon responsibilities of this MOA for the purpose of effecting a better end result.

IV. RESPONSIBILITIES:

A. The DON SHALL:

- 1) Participate in the annual LULAC Conference through the DON Career Opportunity Storefront Project providing employment opportunities, and information/career counseling services.
- 2) Provide DON personnel to serve as lecturers for LULAC-sponsored programs directed towards increasing employment opportunities in the Department.
- 3) Provide input to LULAC's monthly electronic national newsletter in the form of job opportunities and/or program information.
- 4) Provide points of contact for military and civilian recruiters to generate ongoing applications for DON jobs.
- 5) Assess the qualifications of all candidates provided by LULAC for careers within the military (active and reserve components) and civilian work force in validated positions. Sharing of information would be subject to Privacy Act, i.e., personal information provided by the candidates.
- 6) Convert leads to contracts and hires and monitor progress of candidates deemed qualified by the DON. Follow up with the LULAC on the progress of candidates. A year after the project has been implemented, the Department will provide feedback on the progress of the concept, validate the success of the project, and assess data/feedback on contracts and hires.
- 7) Develop a matrix to account for project progress.

B. LULAC SHALL:

- 1) Identify, encourage and refer qualified candidates (target goal of 30 qualified candidates or more per year) to participate in the Career Opportunities Storefront Project during the LULAC annual conference.
- 2) Advise partners and affiliates of this partnership agreement.
- 3) Encourage membership to work with the Department to achieve goals and provide support in identifying potential candidates to meet the DON job qualifications.
- 4) Advise candidates on application procedures for employment and work experience opportunities with the DON. Provide feedback as to how potential candidates can be developed into highly qualified candidates, example: training required, personal development initiatives. Also, offer to the candidates ongoing mentoring to meet job qualifications.
- 5) Make available publishing opportunities for DON. Distribute DON job opportunities during school visits, community projects, and any other areas of influence.
- 6) Prior to the LULAC's annual event, work with DON representatives to plan out the participation of DON to present the career opportunities storefront demonstration project.
- 7) Review this agreement with the DON annually and modify as necessary. This includes providing feedback, collecting and reporting data for project success metrics, and lessons learned reviews.

V. MUTUAL UNDERSTANDINGS

A. FREEDOM OF INFORMATION ACT (FOIA). Any information furnished to the DON under this instrument is subject to the Freedom of Information Act (5 U.S.C. 552).

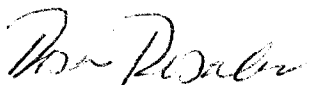
B. NON-FUND OBLIGATING DOCUMENT. This instrument is neither a fiscal nor a funds obligation document. Any endeavor or transfer of anything of value involving reimbursement or contribution of funds between the parties to this instrument will be handled in accordance with applicable laws, regulations, and procedures including those for Government procurement and printing. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties and shall be independently authorized by appropriate statutory authority. This instrument does not provide such authority. Specifically, this instrument does not establish authority for noncompetitive award to the cooperator of any contract or other agreement. Any contract or agreement for training or other services must fully comply with all applicable requirements for competition. In addition, this agreement does not obligate either party to perform the outlined responsibilities for which funds are not unavailable.

C. MODIFICATION. Modifications within the scope of the instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.

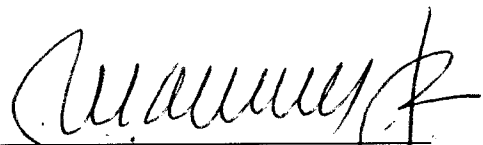
D. PARTICIPATION IN SIMILAR ACTIVITIES. This instrument in no way restricts the DON or the LULAC/Cooperator(s) from participating in similar activities with other public or private agencies, organizations, and individuals. Nothing in this MOA shall be construed as affording LULAC any preferential treatment, exclusive rights, or privileges.

E. TERMINATION. Either party may terminate this MOA by providing sixty days written notice to the other party. Otherwise, this MOA will remain in force for two years.

VI. EFFECTIVE DATE. 12 July 2007



ROSA ROSALES
National President
League of United Latin American Citizens



WILLIAM A. NAVAS, JR.
Assistant Secretary of the Navy
(Manpower & Reserve Affairs)