March 18, 2020

**IT TAKES TWO, INC’s RESPONSE TO CORONAVIRUS (COVID-19)**

To our Community,

This year we set forth an ambitious schedule for educational and cultural experiences for local youth and families; however, the recently declared pandemic relating to the Coronavirus (COVID-19) has affected IT TAKES TWO, INC operations.

In accordance with advice of the Department of Health and Human Services (HHS), the Center for Disease Control (CDC), federal and state officials, most public places have closed to include libraries and the University System of Maryland colleges and universities. Additionally, it is suggested that groups no larger than 10 should meet.

Your health and safety, as well as those of our volunteer staff, and the community is our priority; therefore, the following changes to our 2020 Spring schedule have occurred:

School and library closings have resulted in a cancellation of the following Spring events:

* College Access Tour [scheduled for April 9, 2020]
* Youth Leadership Retreat [scheduled for April 18, 2020]

Our ***College Readiness Workshop: Searching for Scholarships*** will be held on Saturday, April 4, 2020, but it will now be a **virtual** session. All registered guests will receive log in information shortly.

**Programming**

Until further notice, there will be no in-person workshops or trip. IT TAKES TWO, INC will follow the advice and travel advisories provided by the CDC found online at <https://wwwnc.cdc.gov/travel/notices>.

We will make every attempt to utilize online resources, such as Zoom, to deliver programming to our *Positioned for Greatness Youth Program* participants and community at large.

Resuming our planned activity schedule is contingent upon direction from the Department of Health and Human Services, the Centers for Disease and Control, federal and state officials.

**Tools for Success Scholarship**

Our 9th annual ***Tools for Success Scholarship*** season will open on Wednesday, April 1, 2020 as planned. However, we understand that the deadline may change as nationwide operations are managed by federal, state, and local authorities. If there are changes, we will communicate them as quickly as possible via email, our website, and social media pages ([Facebook](http://www.facebook.com/ittakestwoinc), [Instagram](http://www.instagram.com/ittakestwoinc), and [Twitter](http://www.twitter.com/ittakestwoinc)).

**Internal Operations**

IT TAKES TWO, INC internal business operations are not affected. Volunteer staff and our Board of Directors are still meeting and communicating virtually.

You can reach out to us for support using the following contact methods:

* **Email**:
  + General inquiries: [info@ittakestwoinc.org](mailto:info@ittakestwoinc.org)
  + Scholarship inquiries: [scholarships@ittakestwoinc.org](mailto:scholarships@ittakestwoinc.org)
* **Phone**: 443.302.9799
* **Website**: [www.ittakestwoinc.org](http://www.ittakestwoinc.org)
* **Facebook Messenger:** [www.facebook.com/ittakestwoinc](http://www.facebook.com/ittakestwoinc)

Despite the challenges we currently face, we are committed to the success of your child(ren) and here to assist however we can.

For more information regarding COVID-19, please visit <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

As always, thank you for your continued trust in IT TAKES TWO, INC. We are keeping those affected by the Coronavirus in our thoughts and prayers.

In Your Service,

**Jaemellah Kemp**

Founder & CEO