

VITA

Volunteer Income Tax Assistance



What is a VITA site?

Volunteer Income Tax Assistance (VITA) sites are locations around your community where hardworking families will receive help in filling out their tax forms for FREE!

What do VITA volunteers do?

VITA volunteers help hardworking families prepare their simple tax forms. Volunteers do not need to be comfortable working on a computer. For those not interested in serving as a tax preparer, there are also non-tax-oriented volunteer positions. Spanish-speaking volunteers are greatly needed.

Do I have to be an accountant?

No! You should be comfortable working on a computer, but no accounting or financial experience is required. The tax software guides you every step of the way and the IRS provides free training.

Why be a VITA Volunteer?

- Financial Stability Partnership™'s VITA volunteer program is fun and rewarding.
- Volunteers are protected under the Volunteer Protection Act, meaning no liability for volunteers.
- The time commitment is up to you. Volunteer as much or as little as you like. Evening and daytime hours are available, as well as multiple locations, so choose what works for you.
- Volunteering is an excellent way to network with other like-minded individuals.
- The average cost of tax preparation is \$200, and the average cost of a Refund Anticipation Loan is \$150. You can help save hardworking families the cost of going to a professional tax preparer.
- You can help bring part of the millions of dollars in unclaimed EITC tax credits back into our communities and local economy.

What kind of volunteer positions are available?

Site Coordinator: Provides coordination, organization and supervision for all aspects of the free tax site. Training: Tax Law and TaxWise classes or self-study and a passing score on the IRS Certification Exam are required for all VITA site coordinators.

Tax Preparer: Assist hardworking families in the River Cities and complete their tax returns during the tax filing season. Tax preparers receive free training and are certified by the IRS. Tax preparers work a minimum of 3 hours per week at a VITA site. Training: Tax Law TaxWise classes or self-study and a passing score on the IRS Certification Exam are required for all VITA site tax preparers.

Interpreter: Aid free tax preparation clients by working alongside the tax clients and tax preparers. Interpreters work a minimum of 3 hours per week at the free tax preparation site. Volunteers who speak Spanish are in high demand. No training required.

Greeter: Welcome tax filers to the free tax site during the tax season. Greeters are responsible for ensuring that tax filers have all the documents and information needed to complete their tax returns. Greeters work a minimum of 3 hours per week. Some training may be required at some sites.



United Way
of the River Cities



The Financial Stability Partnership an initiative of The United Way of the River Cities.

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