

VOLUNTEER WITH FREE TAX PREP



UNITED WAY
Greater Cincinnati

Free Tax Prep, a Volunteer Income Tax Assistance (VITA) program funded by the IRS and United Way, helps families achieve economic well-being. Free Tax Prep helps individuals and families with limited resources keep more money in their pockets. **We assist people in preparing and filing their tax returns. Last year alone, savings and refunds for our community members totalled more than \$11.5 million.**

- No previous experience is necessary. Training sessions occur from November to January. Volunteers commit to work 12 hours during tax season, January through April.
- Volunteers test and certify online through the IRS.
- Sites are throughout the region, with shifts available weeknights, weekends and some weekdays.
- CPAs, CFPs and other qualified tax professionals can earn continuing education credits.



Volunteers from GE Aerospace lend a hand with Free Tax Prep.

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Free Tax Prep Frequently Asked Questions

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Why?

- The IRS estimates 22% of eligible families do not claim the Earned Income Tax Credit (EITC), with a similar number missing out on the Child Tax Credit. An estimated two-thirds of eligible families who do not receive EITC do not file tax returns, due to cost or lack of resources.
- Commercial preparation services are cost-prohibitive and may offer predatory advances that incur further costs to taxpayers. Free Tax Prep saves community members \$275 in fees for each return prepared and helps them claim the refunds and credits they are due.
- Last year Free Tax Prep filed more than 8,000 returns, resulting in refunds and savings of over \$115 million for families with limited resources.

Where?

- **Ohio:** Hamilton, Clermont, Brown and other counties
- **Kentucky:** Kenton, Campbell, Boone, Grant and other counties
- **Indiana:** Dearborn and Ohio counties
- Sites in churches, libraries, schools, colleges, nonprofit organizations and other agencies throughout the region

When?

- Information sessions and training: November - January
- Tax season: January - April
- Volunteer shifts: 3-5 hours on a weeknight, weekday or Saturday
- Volunteer at least three shifts during tax season

Training

- Live and asynchronous online training is provided by United Way of Greater Cincinnati; total time to train is 10-12 hours, with multiple sessions on weekdays, weekday evenings and weekends.
- Volunteers test and certify online through the IRS.
- New volunteers shadow experienced volunteers.
- Certified volunteers are protected from liability.
- CPAs, CFPs and other qualified tax professionals can earn continuing education credits.

Volunteer Opportunities

- **Individuals** can serve as greeters and/or screeners, tax preparers and reviewers, interpreters or translators, and site coordinators at community tax sites.
- **Corporate teams** can adopt an existing tax site and volunteer as a group; sponsor and run a community tax site of their own; or offer a “closed” tax site to their colleagues.

How?

Individuals: sign up to volunteer at [UWGC.org/tax-volunteer](https://www.uwgc.org/tax-volunteer)
Groups: contact Adrienne Brandicourt at FreeTax@uwgc.org

