

Those who can, do. Those who can do more, become a VITA volunteer!



CAMPAIGN
FOR WORKING FAMILIES, INC.

FREE TAX PREPARATION

VITAmix

A newsletter for sharing volunteering tax tips and updates, a forum to acknowledge our amazing volunteers, and a way to keep in touch with our supporters.



**TAX SEASON
UPDATE**

For the 2022 tax season, we will again operate our **in-person tax sites** by appointment only in order to reduce taxpayer volume at the site at any given time. Clients will complete the intake forms, we'll copy their paperwork and then tax prep will be done in their absence. Quality Review will occur over the phone or another interface. It is possible, however, that some of our sites might be able to offer traditional in-person preparation, whereby the taxpayer will wait at the site and will review their return personally with the Quality Reviewer. But such a hybrid model is still being planned and will not be implemented until we are sure we can do it safely. Regardless of the operational model at a tax site, all site staff and in-person volunteers will be required to be **fully vaccinated** and upload their vaccination cards to VolunteerHub. For volunteers serving with our **Virtual Tax Prep program**, the process will be similar to last year, whereby we will use *GetYourRefund.org*'s online platform and all volunteers will be connected to the Site Manager and other volunteers via Slack. We will keep you updated as we make our final preparations.



**TRAINING
SCHEDULE**

Training officially begins Nov 29th, will be online and consist of self-guided courses and live webinars with our IRS certified trainers. Like last year, once you've completed the prerequisite online courses, you'll get the Zoom link to attend the corresponding live webinars. Click here for Step-by-Step guide. In January, we will offer **in-person trainings** in both Philly and NJ. For more details, please join us for our **Preseason Check-In** to get answers to any questions you may have.

Important Dates:

- **Preseason Check-In** - 11/22, 11/23, 12/1 & 12/2 @ 7pm - [SIGN UP HERE](#)
- **Training Nov 24 – Jan 29** - [SIGN UP HERE](#)
- **Tax Season Kickoff** - 1/13 & 1/14 @ 7pm - [SIGN UP HERE](#).



**CERTIFICATION
BADGES**

NEW for this year, we're launching a **Certification Challenge** where all volunteers can receive a certification badge for each IRS certification exam you pass. The volunteers who have 7 or more badges by March 15th will be entered into a special raffle to win \$100 gift card and lunch with CWF's President and CEO, Mary Arthur. Plus, returning vols will get a pin for each year served from 2-10 yrs.

WHAT WE'VE BEEN UP TO

In the postseason, we not only operated 4 tax sites to help taxpayers file prior years and amendments, but also apply for missing stimulus payments and the new Advance Child Tax Credit. To expand our reach to nonfilers who might have missed out on these important credits, we launched a **Prison Prep Initiative** whereby we visited 2 Philadelphia prisons and filed over 510 EIP returns. Additionally, we opened a **CTC Call Center** where we engaged almost 3,000 nonfilers to answer questions about the credit, register them for CTC and schedule an appointment at one of our tax sites if they needed additional assistance. Lastly, CWF was selected as a community partner with UPenn to assess over the next 5 years how VITA addresses economic injustice in Philadelphia. You can [read the study here](#).



On October 15th, we concluded the 2021 tax filing season and wanted to share with you some stats to show the impact you had on the taxpayers we served. Despite the constraints we operated under due to COVID, the results are as incredible as each of our volunteers who served last season.



VOLUNTEERS NEEDED!

With the likelihood of opening up more in-person sites this year, we are in need of recruiting more vaccinated volunteers to serve at our physical tax sites. Since word-of-mouth recruitment is always the most effective, we are re-launching our **Volunteer Referral Program**. For new volunteers that you recruit who serve at least 45 hours *at a tax site* by April 18th, you will receive a **\$100 gift card** and special recognition at our end-of-season Volunteer Appreciation Party. To learn more, please email our *Director of Volunteer Engagement*, Jonathan. Additionally, we're recruiting for our new-for-this-year Call Center, whereby Advanced certified volunteers will answer taxpayer questions, schedule appointments or direct them to IRS resources.

WE'RE HIRING!

For the 2022 tax season, we are looking to hire experienced Intake Specialists and Tax Preparers to join our seasonal Site Management Team. Ideal candidates will have at least 2 years with CWF. If interested, please [visit our website](#) to learn more and apply.



11/22, 11/23, 12/1 & 12/2 @ 7pm - Preseason Check-In
Nov 24 - Jan 29 - CWF Certification Training
1/13 & 1/14 @ 7pm - Tax Season Kickoff
Jan 17 - Tax Sites Open (PA)
Jan 24 - Tax Sites Open (NJ)