

VOLUNTEER INCOME TAX ASSISTANCE TRAINING SCHEDULE: 2020-2021 COMMUNITY VOLUNTEERS

REVISED NOVEMBER 2020

PROJECT/EVENT	VITA TAX PROJECT	<p>United Way is excited to introduce new virtual training and tax preparation platforms!</p> <p>Visit the VITA Training Page at UWSCC website to start training. Training events will be held via Zoom.</p> <p><i>RSVP at taxproject@unitedwayrgv.org to receive a Zoom meeting link for each event you plan to attend.</i></p> <p>Tax prep will follow CDC guidelines for prevention, protection and social distancing with PPE. Virtual tax prep options are available.</p>
ORGANIZER	<p>UNITED WAY OF SOUTHERN CAMERON COUNTY</p> <p>634 E. LEVEE ST BROWNSVILLE TX 78520</p> <p>Call: (956) 548-6880 Text: 3131 Email: taxproject@unitedwayrgv.org</p>	

TRAINING OPPORTUNITIES	DATE	TIME	LOCATION
<p>VITA TRAINING PAGE - START HERE</p> <p>All the instructions, links and resources you will need to train and certify as a VITA Volunteer are now available online at United Way's VITA Training Page.</p>	Nov. 10 – Jan. 22	Self-paced	<p>https://www.unitedwayrgv.org/vitatrainingportal</p> <p>A VITA Training link (blue button) is located in the grey footer box at the bottom of unitedwayrgv.org webpages.</p>
<p>VITA ORIENTATION</p> <p>Learn about the program and how to certify as a volunteer tax preparer or helper. A recording of this orientation will be posted to the VITA Training Page after the event.</p>	Tuesday, Nov. 17	5:30pm-7pm	<p>Zoom Meeting ID: 992 4848 6995</p> <p>Password: 081853</p>
<p>Pick Up Study Kit</p> <p>PUB 4012 Resource Guide & PUB 6744 Test Book.</p> <p>Call to confirm availability. Use online e-pubs until then.</p>	Delayed until @ Dec. 4	Mon – Fri 8am-4pm	United Way of Southern Cameron County 634 E. Levee St, Brownsville TX
<p>BASIC CERTIFICATION STUDY GROUP</p> <p>Tues: Orientation & Practice Problem; Wed: Continue working problems (VITA-Train practice problems)</p>	Tues/ Wed Dec. 1 & 2	5:30pm-9pm	<p>Zoom Meeting ID: 992 4848 6995</p> <p>Password: 081853</p>
<p>BASIC CERTIFICATION STUDY GROUP</p> <p>Tues: Orientation & Practice Problem; Wed: Continue working problems (VITA-Train practice problems)</p>	Tues/ Wed Dec. 8 & 9	5:30pm-9pm	<p>Zoom Meeting ID: 992 4848 6995</p> <p>Password: 081853</p>
<p>TAX PREPARATION CLASS FOR NEW VOLUNTEERS</p> <p>Basic & Advanced. Tues & Wed: Work scenario problems with Ms. Solis (South Texas Scenarios practice problems)</p>	Tues/ Wed Dec. 15 & 16	5:30pm-9pm	<p>Zoom Meeting ID: 992 4848 6995</p> <p>Password: 081853</p>
<p>CERTIFICATION STUDY GROUP</p> <p>NEED HELP? This is an informal study group in which you can ask questions about tax law, practice scenario problems or how to start testing.</p>	Saturday Dec. 19	9am-12pm	<p>Zoom Meeting ID: 992 4848 6995</p> <p>Password: 081853</p>
<p>TSPO SOFTWARE TRAINING (CHOOSE ONE DAY ONLY)</p> <p>This training is mandatory for all volunteer tax preparers. Contact United Way if you have a conflict.</p>	Friday and/or Saturday Jan. 8 & 9	9am-12pm	<p>Zoom Meeting ID: 992 4848 6995</p> <p>Password: 081853</p>
<p>GetYourRefund.org VIRTUAL TRAINING</p> <p>For site coordinators and volunteers participating in GetYourRefund.org virtual tax prep (high school sites and CDCB). Let us know if you are interested in joining this service outreach.</p>	Friday January 8	1pm – 4pm	<p>Zoom Meeting ID: 992 4848 6995</p> <p>Password: 081853</p>
<p>VOLUNTEER SERVICE - NEXT STEPS</p> <p>See VITA Training Page for instructions (Step 5- Public Service). Submit F13615 and sign up for service hours.</p>	January (after you certify)	N/A	<p>https://www.unitedwayrgv.org/vitatrainingportal</p> <p>A VITA Training link (blue button) is located in the grey footer box at the bottom of unitedwayrgv.org webpages.</p>

Zoom Trainings: If you do not have dual monitors at home please log on to the zoom meeting on your smart phone and log onto Practice Lab on your computer before the training event begins. You will need a PUB 4012 (print or e-pub) and practice problems. Print problems before event or request a print from United Way. Find study group problems at VITA-Train, and Ms. Solis' class problems will be sent to you when you RSVP. Email your RSVP to United Way to receive a Zoom meeting link. The link directs you to the meeting without requiring you to download the app. You can input the meeting ID and password if you have the zoom app installed on your device. The meeting codes are the same for all events, so you can reuse links. Review the VITA Training Page before attending a study group.

Site Coordinator Reminder: Site Coordinator training events and deadlines are not listed on this schedule. Please contact UWSCC for more information. Bring a laptop to any in-person events that may be scheduled.