



# Volunteers Needed! Can you help?

## ***What is CASH?***

- C.A.S.H. stands for Creating Assets, Savings and Hope.
- VITA stands for Volunteer Income Tax Assistance. VITA increases awareness about available tax credits for working individuals and families. One of the ways this is done is through free tax preparation at VITA sites located throughout the greater Capital Region.
- It is a group of community organizations – CASH Coalition - that work together to promote financial stability and asset building.
- C.A.S.H. programs educate families about the EITC (Earned Income Tax Credit) benefit. This benefit could give families an additional refund up to \$5,800.
- These groups, along with the IRS, create **VITA sites** to prepare tax returns for individuals and families with incomes at or below \$49,000.
- This year, several agencies/organizations in Schenectady will be joining efforts to open one **VITA site** at the Ellis Health Center on McClellan Street.

## ***When will the site be open?***

- The VITA site will be open for filing on or around January 18, 2011 until April 15, 2011. The opening date is based on the IRS guidelines, the final tax laws need to be passed and implemented into the tax programs to begin accepting returns.
- Volunteers will be needed Monday - Thursday 4pm to 7pm & Saturday's 10am to 3pm.

## ***What will the volunteers be doing?***

- Volunteers are needed for tax preparation and greeters.
- Those interested in actual tax preparation will need at least a basic IRS certification. There are three types of certification: basic, intermediate and advanced. There is a training and certification process for tax preparers.
- Greeters will be welcoming people to the site, and assisting with paperwork.
- There is a job for everyone! Looking for at least 3 hours per week.
- ***This is a wonderful opportunity for a volunteer experience that can be documented on your resume!***

## ***Please come to our informational meetings.....2 choices!***

- Wednesday, November 3<sup>rd</sup>, 3:30pm at Schenectady High School. Meet in the Teacher Resource Room in the Library.
- Thursday, November 4<sup>th</sup> at 6pm, Ellis Health Center on McClellan Street. Stop at the front desk for the room number and location.

## ***Questions?***

Contact Jo-Anne Rafalik at the YWCA, 518.374.3394 or [funddevelopment@ywca-ny.org](mailto:funddevelopment@ywca-ny.org), to talk about how you can work with this program.