VOLUNTEER INCOME TAX ASSISTANCE
TRAINING SCHEDULE: FALL 2024
COMMUNITY VOLUNTEERS

All training sessions are optional. You are welcomed to certify at your own pace.

Project: **VITA TAX PROJECT**
Organizer: **UNITED WAY OF SOUTHERN CAMERON COUNTY**
634 E Levee St   Brownsville, Tx   (956) 548-6880

Email: taxproject@unitedwayrgv.org
Text: (956) 556-2112 [Replies between 8am- 4:30pm]

October	November	December
Answers to exams will not be given at any point. Volunteers can, however, send their answers to a site coordinator for feedback.	**Accnts/ Basic Scenarios** — Nov 5th 5:30-7:30pm Create accounts: VITA Central, Practice Lab, input answers Scenario 1- Geronimo and Sandra Castro	**Basic Certification** — Dec 3th 5:30-7:30pm IRS PUB 6744 will be handed out to volunteers once they arrive.
	Basic Scenarios — Nov 6th 5:30-7:30pm 2. Julio C Villareal 4. Esperanza and Manuel Garza 3. Michelle Munoz	**ADVANCE CERTIFICATION** — Dec 4th 5:30-7:30pm IRS PUB 6744 will be handed out to volunteers once they arrive.
Orientation — Oct 22nd 5:30-7:30pm Learn about the program, how to certify as a volunteer tax preparer or helper, volunteer standard of conduct, ethics training, and answer exam questions.	**1095-A / Self- Employment** — Nov 12th 5:30-7:30pm Schedule C Marketplace 1099-Misc 1099-NEC	**ADVANCE CERTIFICATION** — Dec 7th 10:00am-1:00pm IRS PUB 6744 will be handed out to volunteers once they arrive.
Orientation — Oct 23rd 5:30-7:30pm Learn about the program, how to certify as a volunteer tax preparer or helper, volunteer standard of conduct, ethics training, and answer exam questions.	**Advance Scenarios** — Nov 13th 5:30-7:30pm 1. Sergio Trevino 2. Rosa and Manuel Sanchez 3. Antonio Sequera (Variation)	**ADVANCE CERTIFICATION** — Dec 13th 10:00am-1:00pm IRS PUB 6744 will be handed out to volunteers once they arrive.
TAX 101- LESSON — Oct 29th 5:30-7:30pm 1040 Who must file? Intake 13615-C Filing Status Dependents	**Advance Scenarios** — Nov 19th 5:30-7:30pm 4. Luis and Maria Sequera 5. Adolfo and Patricia Arguelles	
TAX 101- LESSON — Oct 30th 5:30-7:30pm What is gross income? Credits vs. Deductions Taxable Types of Credits Nontaxable	**Basic Certification** — Nov 20th 5:30-7:30pm IRS PUB 6744 will be handed out to volunteers once they arrive.	 **United Way of Southern Cameron County**

Trainings: Any change to the schedule will be sent via email or text message. Make sure to submit a VITA volunteer application to be added to the database. Ensure to have your log-in information prior to attending study sessions to avoid delays. VOLUNTEERS SHOULD BRING THEIR OWN ELECTRONIC DEVICE (LAPTOP, MAC, IPAD, ETC)