

A large audience is seated in a conference room, viewed from behind. Many people have their hands raised, indicating an interactive session. In the background, a speaker is visible on a stage, and a whiteboard is present. The scene is dimly lit, with a focus on the audience's participation.

Information Session

Meet the E-Board



Minnie Davis-Konamah Asare

Position: President

Major: Accounting (PCA)

Favorite Hobby: Running and Photography

Fun Fact: I speak Spanish!

Meet the E-Board



Anthony Curcuru

Position: Vice President

Major: Accounting (IS)

Favorite Hobby: Playing Hockey

Fun Fact: I am a Marketing 250 TA

Meet the E-Board



Caiden Kippnick

Position: Public Relations & Outreach

Major: Accounting

Favorite Hobbies: Running, Reading, Music

Fun Fact: I am a triplet

Meet the E-Board



Kaitlyn Dimock

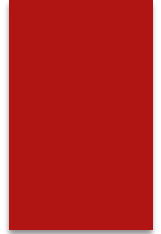
Position: Treasurer

Major: Accounting

Favorite Hobby: Reading

Fun Fact: I am on the MSU Fencing team

Meet the E-Board



Jesslyn Wang

Position: Secretary

Major: Accounting & Economics

Favorite Hobby: Learning languages! I can speak English, Mandarin, & Spanish

Fun Fact: I've lived in Kentucky, Shanghai, Michigan, Singapore, and currently Chicago!

I'm also the secretary for both ASA and VITA!

Meet the E-Board



Erich Schroeder

Position: Recruiter

Major: Accounting

Favorite Hobby: Baking, Cooking

Fun Fact: I use to play the trumpet for a small neighborhood band



Jacob Tkaczyk

Site Coordinator
United Way VITA Associate



Professor Wayne
Nesbitt

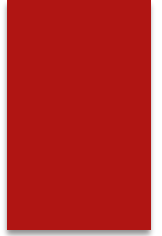
Faculty Advisor



Tina Houghton
(She/her)

Advisor - CCEL

What is VITA?



Program offered by the IRS in partnership with community partners



12,000 sites operating across the country



Provide income tax return assistance for households with low to moderate income



Over 1 million returns are filed by VITA programs



During the 2022 tax season, more than \$6 million in economic benefit was provided to the community

Traditional Service



Client schedules an appointment with 2-1-1

They arrive on site and complete intake forms

Preparer reviews forms and begins entering information into tax software (TaxSlayer)

Return is completed and a quality reviewer double checks the information

Return is reviewed with client and transmitted if everything is correct

Hybrid/Virtual

Client works with intake specialist who scans and uploads tax documents and completed intake forms. (For virtual, you still volunteer in person, unless previously communicated w/ E-board)

These documents are accessible by remote volunteers for preparation and quality review.

Our external mission

- Provide support to our Lansing community
 - Through quality tax service
- Deliver excellent customer service
 - Through a kind, professional experience!



Our Internal Mission

- ❑ Provide you with professional experience
 - ❑ Face to face interaction with clients
 - ❑ Useful 1040 knowledge
 - ❑ Recruiters love VITA!
- ❑ Give our volunteers a way to give back the community!

Volunteer Positions



Intake Specialist

Lead the intake process & communicate with clients



Basic Tax Preparer

Complete client tax return with info provided



Quality Reviewer

Review tax return completed by basic preparer and make sure site runs smoothly (for returning volunteers only)

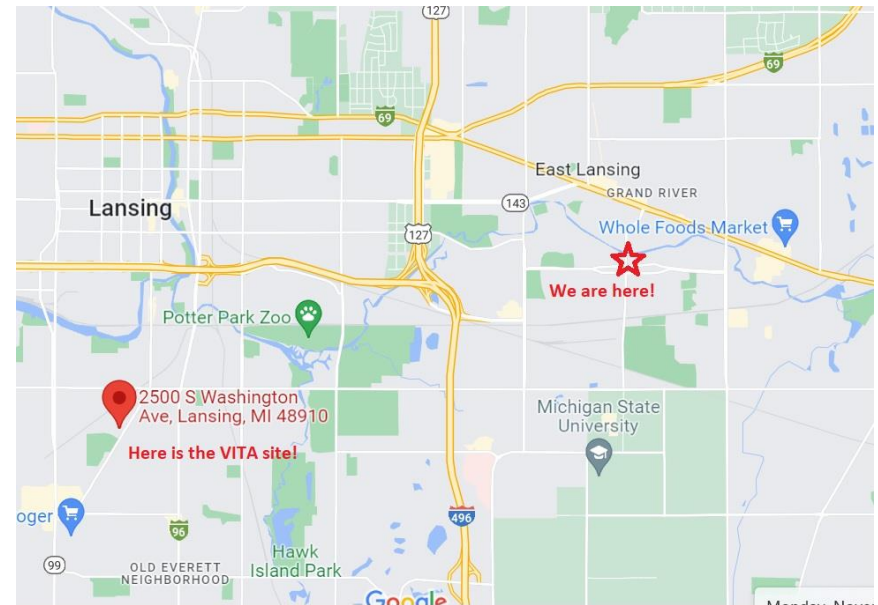


Volunteering & Site Operations

- ▶ Volunteer Requirements:
 - ▶ 3-4 hours per week during tax season
 - ▶ Intake specialists volunteer on-site
 - ▶ MSU Tax preparers can work in-person during scheduled shifts

Transportation Options

- ❖ Many volunteers drive, carpool, bus
- ❖ Site at MSU (Union or Student Services Building)
- ❖ Communicate with E-board about other options



Timeline



Training

Total of 5-15 hours depending on your comfort level with taxes and volunteer role you choose through UWSCMI's online platform

- Flexible, learn whenever you like/are able to!
- Optional live sessions
- We are accessible and want to help! November 2024 - January 2025



Exam

Ethics Exam
Intake Exam

Basic/advanced
Exam

All due at the end of
January/ Early Feb.

Volunteer Agreement



Volunteering

End of January - April
15th



End of Season Celebration

- Food
- Gifts
- Thank Yous
- Elections

Questions?



Our Email



- If you would like to keep in contact with us, please reach out to rso.msuvita@msu.edu sign up for our email list at <https://forms.office.com/r/nzaHVfMegg> or scan the QR code.

Volunteer Sign Up - Headstart



<https://btrr.im/oljuo>