

## Grant to Provide Volunteer Taxpayer Assistance Services — Fiscal Year 2022 Progress Report

Due February 11, 2022

---

Name of Organization

---

If you are providing virtual, drop-off, or Facilitated Self Assist (FSA) services this filing season, describe how those services are going. How did grant funding help support your ability to provide those services? If you did not provide these options, explain why.

Describe how you recruited new volunteers and retained past volunteers to provide volunteer taxpayer assistance services this filing season, and how grant funding improved those plans. Include details about how you recruited multilingual volunteers or volunteers who represent the community you serve.

## Fiscal Year 2022 Progress Report, Continued

Describe how you trained volunteers to provide volunteer taxpayer assistance services this filing season, and how grant funding improved those plans. Include the topics covered, the delivery method, and how you utilized the Minnesota Department of Revenue required tax training to ensure volunteers prepare accurate Minnesota returns.

Describe how your organization encouraged taxpayers to have their taxes prepared at your sites for the filing season. How did you prepare to serve taxpayers who need service in languages other than English?

# Fiscal Year 2022 Progress Report, Continued

List the number of volunteers you trained to provide volunteer taxpayer assistance services and the levels of certification passed:

**Number of volunteers:**

New Volunteers \_\_\_\_\_

Returning Volunteers \_\_\_\_\_

Total Number of Volunteers \_\_\_\_\_

**Number of Volunteers Certified:**

Intake/Interview and Quality Review \_\_\_\_\_

Volunteer Standards of Conduct \_\_\_\_\_

Basic \_\_\_\_\_

Advanced \_\_\_\_\_

Military \_\_\_\_\_

International \_\_\_\_\_

Foreign Student \_\_\_\_\_

Health Savings Account \_\_\_\_\_

How many of your volunteers are multilingual? What languages do your volunteers and staff speak when your free tax preparation sites are open?

## Fiscal Year 2022 Progress Report, Continued

Describe how you prepared your volunteers to work with people from different backgrounds (religions, culture, education, age, etc.).

Share any other important information to better demonstrate how the grant has helped your volunteer taxpayer assistance services so far this filing season.

If you need more space for responses, attach a separate sheet of paper.

Signature of Authorized Representative

Date

*Digital signatures are allowed.*