

TEXAS WORKFORCE COMMISSION LETTER

ID/No:	WD 30-15
Date:	December 28, 2015
Keyword:	Child Care; TANF/Choices
Effective:	Immediately

To: Local Workforce Development Board Executive Directors
Commission Executive Offices
Integrated Service Area Managers



From: Reagan Miller, Director, Workforce Development Division

Subject: **2016 Earned Income Tax Credit for Employed Temporary Assistance for Needy Families Recipients and Other Low-Income Workers**

PURPOSE:

This WD Letter provides Local Workforce Development Boards (Boards) with:

- information and guidance on the 2016 Earned Income Tax Credit (EITC) for employed Temporary Assistance for Needy Families (TANF) recipients and other low-income workers; and
- a link to the EITC advertisement, “Life’s a little easier with eitc,” to share with customers.

BACKGROUND:

Article VII, Rider 11 of the General Appropriations Act, 83rd Texas Legislature, Regular Session (2013), requires the Texas Workforce Commission (TWC) and Boards to assist employed TANF recipients and other low-income workers who qualify for the federal EITC with applying for such benefits.

Additionally, Texas Labor Code §301.067 specifies that TWC can assist eligible individuals in preparing and filing income tax returns by working with the Internal Revenue Service (IRS) to establish Volunteer Income Tax Assistance (VITA) sites within Workforce Solutions Offices.

PROCEDURES:

NLF: Boards must ensure that Workforce Solutions Offices in their local workforce development areas (workforce areas) assist employed TANF recipients and other low-income workers who may qualify for EITC. The Internal Revenue Service (IRS) has posted information that you may share with customers. The flyer, in English and Spanish, is available for download on the IRS website at <https://www.irs.gov/pub/irs-pdf/p962esp.pdf>.

LF: Boards may disseminate the flyers as they deem appropriate. For free information on the EITC campaign, flyers, and other tax publications, visit the IRS’s EITC website at <http://www.eitc.irs.gov/central/main/>.

LF: To assist eligible individuals in preparing and filing federal tax returns for tax year 2015, Boards may provide space for, and refer individuals to, VITA sites within Workforce Solutions Offices in their workforce areas. VITA site volunteers will provide free assistance with preparing and filing tax returns.

A list of VITA sites is available on the IRS website at <http://www.irs.gov/Individuals/Find-a-Location-for-Free-Tax-Prep> or by calling 1-800-906-9887.

LF: Boards interested in providing space for VITA, learning more about free tax programs in their workforce area, or requesting an IRS representative to attend Board meetings and regional and state events may visit <http://www.irs.gov/Individuals/IRS-Tax-Volunteers> or contact the nearest IRS Stakeholder Partnerships, Education and Communication office:

Dallas Territory: April Lambert, Territory Manager
Phone Number: (214) 413-6029 or Administrative Assistant (214) 413-6030
Territory: North, East, and South East Texas

Austin Territory: Ricardo Soto, Territory Manager
Phone Number: (915) 834-6512 or Territory Office (915) 834-6510
Territory: West, Central, and South Texas

INQUIRIES:

Direct inquiries regarding this WD Letter to wfpolicy.clarifications@twc.state.tx.us.

RESCISSIONS:

WD Letter 33-14

REFERENCES:

General Appropriations Act, Article VII, Rider 11, 83rd Texas Legislature, Regular Session (2013)
Texas Labor Code §301.067

FLEXIBILITY RATINGS:

No Local Flexibility (NLF): This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by “must” or “shall.”

Local Flexibility (LF): This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All information with an LF rating is indicated by “may” or “recommend.”