



## Why Ask the Disability Question at VITA Sites?

### A Script for VITA Tax Preparers

Through evaluations, reports from VITA sites, and conversations with REI Tour partners across the country, we often hear that some volunteers are afraid to ask the disability question because they do not know why it is important or why it is on the intake form. The script allows VITA tax preparers to show this card to taxpayers or to read the information aloud.

This card would be most useful if copies could be placed at each VITA computer to allow the tax preparer to read it should they have any questions.

The cards are available for download at <http://bit.ly/disability-question-script>.

### How will the disability question script be beneficial to volunteers?

- It will provide volunteers the information they need to discourage fears of offending someone by asking this question.
- It will provide volunteers guidance on how to respond if the taxpayer asks them why they are asking.
- It provides volunteers with the importance of the survey questions.

### Where can I find the disability question?

- IRS Form 13614-C Intake/Interview & Quality Review Sheet (rev 9-2010)
  - Question #15 "Are you or a member of your household considered disabled?"
- TaxWise Preparer Use Form (new)
  - Question #12 "Do you or any member of your household have a disability?"
  - Use F3 function key to make this a required field/entry

### Why is this question important?

- Provides information on demographics being served at your VITA site.
- Expands research efforts on VITA customers with disabilities.
- Information collected is often used to report back to funders and potential funders.
- Assists the IRS in determining their need to serve persons with disabilities through Outreach, Free Tax Preparation, and Financial Education