



# TCE/VITA Grant Programs

## Providing Community Service to Millions



### Tax Counseling for the Elderly

The Tax Counseling for the Elderly (TCE) program was established in 1978 to:

- Provide tax counseling and return preparation for persons 60 years of age or older; and
- Provide training and technical assistance to volunteers who serve the elderly community by furnishing assistance and preparing Federal income tax returns free of charge.

### TCE Grant Eligibility Criteria

- Compliant with federal tax filing and payment requirements;
- Not be debarred or suspended from Federal contracts, grants or cooperative agreements;
- Have a Unique Entity Identifier (UEI) Number issued from SAM.gov;
- Registered in SAM.gov and maintain an active status;
- Private or public non-profit organization qualifying for tax exemption under Section 501 of the Internal Revenue Code of 1986;
- Prior recipients of the grant, must have submitted all required reports timely;
- Capacity to file returns electronically;
- Experience in coordinating volunteer programs; and
- May not be a federal, state or local governmental agency with the exception of Native American Tribal governments.

**Publication 1101**, *Tax Counseling for the Elderly Application Package and Guidelines for Managing a TCE Program*, provides complete details on eligibility and the application process.

## Helping You Help Others



### Volunteer Income Tax Assistance

The Volunteer Income Tax Assistance (VITA) Grant program was established in 2007 to:

- Enable VITA program to extend services to underserved populations in hardest-to-reach areas, both urban and non-urban;
- Increase the capacity to file returns electronically;
- Heighten quality control;
- Enhance training of volunteers; and
- Improve the accuracy rate of returns prepared at VITA Sites.

### VITA Grant Eligibility Criteria

- Compliant with federal tax filing and payment requirements;
- Not be debarred or suspended from Federal contracts, grants or cooperative agreements;
- Have a Unique Entity Identifier (UEI) Number issued from SAM.gov;
- Registered in SAM.gov and maintain an active status;
- Private or public non-profit organization qualifying for tax exemption under Section 501 of the Internal Revenue Code of 1986;
- Prior recipients of the grant, must have submitted all required reports timely;
- Capacity to file returns electronically;
- Dollar-for-dollar matching funds for monies requested; and
- May be a state or local government agency including Native American Tribal governments.

**Publication 4671**, *Volunteer Income Tax Assistance Grant Program Overview and Application Package*, provides complete details on eligibility and the application process.

## All **TCE** and **VITA** applications must be filed using **Grants.gov**.

To find the TCE or VITA opportunities on grants.gov search keywords: TCE or CFDA # 21.006 and VITA or CFDA # 21.009. The IRS will evaluate all complete applications meeting initial eligibility requirements on technical merit, capacity to reach the targeted audiences, geographic coverage and prior year performance.

### Apply Early



#### Time Line

- Application period:  
**May 1 – May 31**
- Application deadline:  
**May 31**
- Review and ranking of applications  
**May 31 – September 30**
- Notification of selection  
**October 1**

The application packages, **Publication 1101** and **Publication 4671** will be available electronically in late April. Check out [IRS.gov](https://www.irs.gov) for additional program information: search keyword: **TCE Grant** or **VITA Grant**.

### General Contact Information



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