



## **Evaluation of Taxpayer Decision Points for the Wage & Investment Division of the Internal Revenue Service**

### **Pre-Screening Questionnaire**

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### Opening Statement

Hello, may I speak with \_\_\_\_\_.

My name is \_\_\_\_\_, and I am calling you from Hebert Research on behalf of Concentrance Consulting Group. Concentrance is a Washington, DC based management consulting firm that is undertaking a study in the \_\_\_\_\_ area. We are offering a \$100 (\$150) cash honorarium to study participants. The goal of this study is to improve the understanding of individuals' experiences with regards to preparing and submitting their tax returns. We're interested in *your* opinions, the general process you go through and how you view and approach your taxes.

This study is for research and information purposes only. Your privacy is guaranteed. All information related to the project will be held in the strictest confidence by all members of our staff. Our client, Concentrance, will not have access to your name or contact information at any point during the study. We would like to invite you to participate in this study, and as I mentioned, we will be offering a \$100 (\$150) cash honorarium for your time. This interview will be held on \_\_\_\_\_ (dates) and at \_\_\_\_\_ (location).

We do have a few questions in order to determine if you qualify for the study, may I begin?

### Qualifying Questions

*[Note to interviewers: A **negative** answer to questions 1, 2, or 3 will disqualify the potential participant from taking part in the study.]*

Q1: Did you file a federal tax return in 2009?

Q2: Are you the individual who is most familiar with the details of your tax return?

Q3: Is your residence in the \_\_\_\_\_ area?

**IF DISQUALIFIED:** Mr./Ms.\_\_\_\_\_, based on your answers, you do not qualify to participate in this study. Thank you for your time.

**IF QUALIFIED,** *continue with the next question.*

Q4: Which age group do you belong to? *[Note to interviewers: read and select from following list:]*

4a: 18-35

4b: 36-50

4c: 51-64

4d: 65-70

4e- 71 or older **[IF SELECTED: Thank you and terminate]**

*[Note to interviewers: A **positive** answer to questions 5, 6, 7, or 8 will disqualify the participant from taking part in the study.]*

Q5: Do you work for the IRS?

Q6: Are you a Certified Public Accountant?

Q7: Were you self-employed or the sole proprietor of a business in 2008?

Q8: Did you have any income from farming or fishing in 2008?

Q9: Did you have any income or loss in 2008 from any of the following sources: rental real estate, royalties, partnerships, S corporations, estates, trusts, or REMICs? [*“REE- micks” = Real Estate Mortgage Investment Conduit*]

**IF DISQUALIFIED:** Mr./Ms.\_\_\_\_, based on your answers, you do not qualify to participate in this study. Thank you for your time.

**IF QUALIFIED:** *continue with the next question.*

### **Placement Questions**

Q10: I am going to read you a list of events. After I am done reading the list, please say YES if you experienced any of these events in 2008, and NO if you did not. [*Note to interviewers: read the entire list at once*]

10a: Change your marital status( married, divorced, widowed)

10b: Have your first child

10c: Move over 50 miles for a job

10d: Purchase or sell a home

10e: Retire

10f: Experience a disability or major illness

10g: Receive an inheritance

10h: Earn, for the first time, income over \$100,000 (jointly or separately)

10i: Purchase or sell stock for the first time

10j: Receive dividends for the first time

10k: Receive a 401(k) distributions for the first time

10l: Hire household help for the first time

10m: Lose a job

10n: File for bankruptcy or have a credit charge-off or a settlement

Q11: Did you prepare your 2008 federal tax return yourself or did you use a preparer?

**[IF PREPARER: move to question 11. IF SELF PREPARER, move to Q10a]**

Q10a: Did you use computer software to prepare your return?

Q12: What was your filing status for 2008? [*Note to interviewers: read and select from following list:*]

- 11a: single
- 11b: married filing jointly (or surviving spouse)
- 11c: married filing separately
- 11d: single head of household

Q13: For tax purposes, what was your combined gross income? [*Note to interviewers: read and select from following list:*]

- 12a: less than \$35,000
- 12b: \$35,000-\$49,999
- 12c: \$50,000-\$74,999
- 12d: \$75,000-\$99,999
- 12e: \$100,000 or over

**IF DISQUALIFIED:** Mr./Ms.\_\_\_\_, based on your answers, you do not qualify to participate in this study. Thank you for your time.

**IF QUALIFIED:** *continue with the next question.*

Q14: Based on your responses to our questions, you qualify to participate in this study. Would you like to participate and receive a cash honorarium of \$100 (\$150) for your time? The interview will be recorded on audio and video to assist with subsequent analysis. Your privacy is guaranteed. Researchers will not be aware of your identity or ask for any identifying information. The interview will run about an hour.

**IF NO:** Mr./Ms.\_\_\_\_, Thank you for your time.

**IF YES:** Mr./Ms.\_\_\_\_, Thank you for agreeing to participate in this study. Here are the details of your interview, and don't worry about writing everything down, we will email or mail the information to you.

Date:

Time:

Location name:

Location address:

Now, can I please get the following information from you so we can send the interview information?

Confirm first and last name:

Confirm phone number:

Email address:

**IF NO EMAIL ADDRESS,** mailing addresses:

Street:

City:

State:

ZIP:

Thanks again Mr./Ms.\_\_\_\_, you should hear from us soon! If you have any question in the meantime you may reach us at \_\_\_\_\_.

The Paperwork Reduction Act requires that the IRS display an OMB control number on all public information requests. The OMB Control Number for this study is 1545-1349. Also, if you have any comments regarding the time estimates associated with this study or suggestions on making this process simpler, please write to the, Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:T:SP, 1111 Constitution Ave. NW, Washington, DC 20224.