

SUPPORTING STATEMENT

20032. CIRCUMSTANCES NECESSITATING COLLECTION OF INFORMATION

Using these forms will provide consistent information that is needed when potential VITA/TCE volunteers submit their interest in volunteering to represent the IRS when they prepare tax returns during filing season.

20033. USE OF DATA

These forms will be used by potential volunteers, who will submit the information needed so that we can provide them with more information and details on becoming a VITA/TCE volunteer with a local partner in their area.

20034. USE OF IMPROVED INFORMATION TECHNOLOGY TO REDUCE BURDEN

We have no plans at this time to offer electronic filing because of the low volume compared to the cost of electronic enabling.

20035. EFFORTS TO IDENTIFY DUPLICATION

We have attempted to eliminate duplication within the agency wherever possible.

20036. METHODS TO MINIMIZE BURDEN ON SMALL BUSINESSES OR OTHER SMALL ENTITIES

Not applicable.

6. CONSEQUENCES OF LESS FREQUENT COLLECTION ON FEDERAL PROGRAMS OR POLICY ACTIVITIES

Not applicable.

7. SPECIAL CIRCUMSTANCES REQUIRING DATA COLLECTION TO BE INCONSISTENT WITH GUIDELINES IN 5 CFR 1320.5(d)(2)

Not applicable.

8. CONSULTATION WITH INDIVIDUALS OUTSIDE OF THE AGENCY ON AVAILABILITY OF DATA, FREQUENCY OF COLLECTION, CLARITY OF INSTRUCTIONS AND FORMS, AND DATA ELEMENTS

Periodic meetings are held between IRS personnel and representatives of the American Bar Association, the National Society of Public Accountants, the American Institute of Certified Public Accountants, and other professional groups to discuss tax law and tax forms. During these meetings, there is an opportunity for those attending to make comments regarding Form 14310.

We will publish a notice in the Federal Register in the near future to solicit public comments on these forms.

9. EXPLANATION OF DECISION TO PROVIDE ANY PAYMENT OR GIFT TO RESPONDENTS

Not applicable.

10. ASSURANCE OF CONFIDENTIALITY OF RESPONSES

There is no assurance of confidentiality.

11. JUSTIFICATION OF SENSITIVE QUESTIONS

Not applicable.

12. ESTIMATED BURDEN OF INFORMATION COLLECTION

Summary of Burden

Form	# Respondents	# Responses Per Respondent	Annual Responses	Hours Per Response	Total Burden
14310	2000	1	2000	0.033	67
8653	50	1	50	0.25	13
8654	30	1	30	0.25	8

14024	50	1	50	0.17	9
13715	15,000	2	30,000	0.2833	8,500
13206	15,000	1	15,000	0.50	7,500
Total Burden			47,130	1.4863	16,097

Estimates of the annualized cost to respondents for the hour burdens shown are not available at this time.

13. ESTIMATED TOTAL ANNUAL COST BURDEN TO RESPONDENTS

Estimates of capital or start-up costs and costs of operation, maintenance, and purchase of services to provide information are not available at this time.

14. ESTIMATED ANNUALIZED COST TO THE FEDERAL GOVERNMENT

Not applicable.

15. REASONS FOR CHANGE IN BURDEN

In the past, VITA/TCE forms had been determined to be exempt from the PRA; further consideration has determined that some of these forms do fall under the PRA and require approval by OMB. IRS is taking steps to assure compliance by requesting a change to this ICR to incorporate additional forms under the VITA/TCE program that have been in use without an OMB number. Forms included in this request:

- Form 13715, Volunteer Site Information Sheet
This form is completed by VITA/TCE coordinators or sponsors to list the location and operating hours of their sites. This information is used by IRS toll-free assistance line to help taxpayers locate the nearest volunteer tax preparation site, and also used to post the sites on irs.gov.
- Form 13206, Volunteer Assistance Summary Report
Partners are required to provide information for all volunteers that worked at their site(s). This information is to assist IRS of volunteer's interest and/or participation in

the IRS volunteer income tax preparation and outreach program and to identify skills.

16. PLANS FOR TABULATION, STATISTICAL ANALYSIS AND PUBLICATION

Not applicable.

17. REASONS WHY DISPLAYING THE OMB EXPIRATION DATE IS INAPPROPRIATE

See attachment.

18. EXCEPTIONS TO THE CERTIFICATION STATEMENT ON OMB FORM 83-I

Not applicable.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection of information displays a valid OMB control number. Books or records relating to a collection of information must be retained as long as their contents may become material in the administration of any internal revenue law. Generally, tax returns and tax return information are confidential, as required by 26 U.S.C. 6103.