

Instructions for Mail-In Option (Free Tax Preparation by VITA volunteers)

Items must be received by April 1st 2022

- Print and complete the following intake forms found at Shawnee.k-state.edu. Make sure the forms are signed and an accurate phone number and email address is provided. We cannot prepare your taxes without a phone number where we can reach you.
 - A. Form 13614-C (Intake & Interview Sheet)
 - B. Form 14446 (Virtual Consent Form) complete page 3 only
 - C. Form 8879 (E-file Signature Authorization) Fill out name and social security numbers at the top of page then sign and date under part 2
- Make photo copies of the following:
 - A. Government issued photo id of taxpayer and spouse
 - Social Security cards or SS number verification letters or Individual Tax Payer Identification number letters for you, your spouse, and any dependents born on or before 12/31/2021
 - All of your tax documents (See list)
 - A voided check if you want direct deposit
 - Mail all of the above from steps 1 & 2 to the following address:

Shawnee County VITA
4021 SW 10th Street #401
Topeka, KS 66604

Once we have received all needed documentation, one of our volunteers will prepare your tax return then call you to review it. We will then electronically submit your return to the IRS and required states. A copy of the return will be mailed to you

Documents needed:

- W-2 forms from all 2021 jobs
- All 1099's
 - 1099-G- unemployment benefits or a state refund in 2021
 - 1099-INT- interest received from a financial institution, or the year-end statement showing any interest
 - Any other 1099 forms including SSA-1099 (Social Security), 1099-DIV, 1099-MISC, and 1099-NEC
 - 1099R- distributions from annuities, IRA's, retirement plans, pensions, etc.
 - 1095 (health insurance forms)
 - 1098 (tuition)
 - Economic impact payment amounts
 - Any other notices received in 2021 from the IRS by any person on the tax return, including a current protection PIN number if one was assigned
 - W-2G (Gambling income)
 - 2021 Property Tax statement or receipt if claiming Homestead Credit
 - Details of all charitable donations of \$300 (\$600 if filing jointly) if not itemizing
 - If itemizing deductions- include medical expenses including insurance, property tax for home and car, mortgage interest and charitable donations

Notice- Volunteers will NOT prepare:

- Schedule C- Profit or Loss from a Business with expenses over \$35,000
- Complicated and Advanced Schedule D (capital gains & losses)
- Schedule E (Rents and Royalties)
- Schedule F
- Returns with virtual currency
- Form 8615 (Minor's Investment Income)
- Returns for clients currently involved in a bankruptcy proceeding

Free Income Tax Assistance

(for individuals and families with low-to-moderate incomes)



2022 Shawnee County Sites Open February 1st-April 15

Site hours/days/procedures are subject to change. Please check the KSRE-Shawnee County website for updates
Shawnee.k-state.edu

Questions? Call a VITA volunteer at 785-213-9002

Please leave a message if your call is not answered and someone will get back with you.

Concerned about a site being open when you need it? Don't want to wait in line? Use our secure Mail-in option. Directions for mail-in preparation included.

VITA Partner Agency
K-State Research & Extension
1740 SW Western Ave.
Topeka, KS 66604
Susan Fangman, PCS Agent



Free Income Tax Assistance Sites- Thank you for wearing a mask to our in-person sites!!!

SITES	(Evening hours shaded)	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
VITA	<i>Sites vary in the scope of returns completed. Site coordinators have the final decision over scope.</i>						
East Topeka VITA – (se habla español) 708 SE Lime	(Site opens Feb. 7)	10 a.m. - 3 p.m.					
Drop off site	Rossville Community Library, 407 N. Main Street, Rossville						
Drop off site	Call 785-584-6454 for info.						
Topeka & Shawnee Co. Library. 1515 SW 10th - Spanish assistance Tuesdays <i>For assistance at this site, please sign up in the morning on the day you plan to attend.</i>	(Site opens Feb. 1)		6 p.m.- 8:30 p.m.		9 a.m.- 6:00 p.m.		
Washburn University VITA 1700 SW College - Law Building - 1st Floor South Entrance	To be determined						
AARP	<i>AARP's focus is for seniors.</i>						
Jayhawk Area Agency on Aging 2910 SW Topeka Blvd.							
By appointment only, No walk-ins- call 785-235-1367 <i>(Site opens Feb. 7)</i>							
Avondale East Community Center, 455 SE Golf Park Blvd							
By appointment only, No walk-ins- call 785-233-1365 <i>(Site opens Feb. 9)</i>							



The Asset Building Coalition of Shawnee County expresses thanks to the community partners who support the free tax sites by offering space, computers, printers, and supplies. Those partners include each of the tax sites listed in this flyer as well as K-State Research & Extension - Shawnee County and the United Way of Greater Topeka. To find free tax sites outside of Shawnee County call the IRS at 1-800-906-9887.



Kansas State University Agricultural Experiment Station and Cooperative Extension Service K-State Research and Extension is an equal opportunity provider and employer. Kansas State University is committed to making its services, activities and programs accessible to all participants.

PANDEMIC ASSISTANCE DRINKING WATER AND WASTEWATER FUNDING AVAILABLE



Details:

The Emergency Water Assistance Program (EWAP) **provides payments to restore or prevent disconnection** of drinking water and wastewater services

Eligible Kansas households are those with a combined gross income **equal to or less than 150 percent of** Federal Poverty Level

Funding available: **\$9 million**

DCF, not the water vendor, will accept applications from households **beginning Dec. 1**

EWAP is a separate benefit from LIEAP

Contact the Emergency Water Assistance Program with questions:

✉ DCREWAP@ks.gov

Your partnership is vital!

Emergency Water Assistance Program (EWAP)

Authorized by the American Rescue Plan of 2021 and the Consolidated Appropriations Act of 2021, qualifying Kansas households may have drinking water and wastewater service reconnected or prevented from being disconnected.

Kansas is required to make payments directly to the public water utility vendor. Water vendors must be an authorized payee in the State of Kansas payment system. To do so, the vendor must provide the following to DCF:

- W-9
- Signed vendor agreement
- DA-130, if direct deposit is preferred

DCF will accept applications and coordinate payment on behalf of eligible households, not the water vendor.

One-stop resource center

Visit www.DCF.KS.gov/EWAP to:

- Download materials
- Watch recorded virtual information session
- Review frequently asked questions



Real-World Parenting Series



January's Topic of the Month: Childhood Trauma

Adults work hard to keep kids safe, but events like accidents, violence and unexpected loss of loved ones still happen. Even everyday events like these can traumatize children. In January, Travis Freed, LMLP, will offer real-world information and advice on what trauma is, what it looks like in children and how parents can help.

- The first three Thursdays of each month, FSGC will post short videos about the Parenting Topic of the Month to our Facebook page (www.facebook.com/FSGCtopeka). The videos will offer practical, real-world parenting tips and advice.
- On Thursday, January 27, you'll have the chance to ask an FSGC professional your questions about the Topic of the Month in a live Q&A session via Zoom. We'll also answer pre-submitted questions at that time. Live Q&A sessions will run from 6:30-7:30 p.m. CST.

To get the Zoom link for the live Q&A and to submit your questions, go to FSGCtopeka.com/parenting. Scroll down to Real-World Parenting Series and click the "Register Here" link under the Topic of the Month.

Spots for the Q&A session are limited – first-come, first-served.

Registrants will receive a link to the live Q&A via e-mail by 5 p.m. CT the day of the Q&A.

- **Follow us on Facebook (facebook.com/FSGCtopeka).**
- **Register at FSGCtopeka.com/parenting.**



FAMILY SERVICE &
GUIDANCE CENTER
FSGCtopeka.com



Low Income Energy Assistance Program (LIEAP) Application Assistance Event with Evergy

Catholic Charities will be partnering with Evergy to provide LIEAP application assistance. See below for event details.

January 24, 2022

Catholic Charities

234 S Kansas Ave, Topeka, KS 66603

1:00 PM to 4:00 PM

2022 Income Eligibility Guidelines

Number in the Household	Maximum Monthly Income
1	\$1,610
2	\$2,178
3	\$2,745
4	\$3,313
5	\$3,880
6	\$4,448
7	\$5,015
Add \$568 for each additional person	

Please bring the following items:

- ✓ Copies of all proof of income for all permanent individuals in the home who are 18 years or older
- ✓ Copies of utility bills (gas, electric, propane, wood, etc.)

This application assistance outreach is to assist all Kansas customers who may be eligible for these federal funds. You do not need to be an Evergy customer to attend and receive assistance in completing your application. Clients are required to have at least \$80 in payments within the last 90 days.

For more information please call: 785 233-6300



Low Income Energy Assistance Program (LIEAP) Application Assistance Event with Evergy

Community Resources Council will be partnering with Evergy to provide LIEAP application assistance. See below for event details.

February 2nd, 2022
9 a.m. to 3 p.m.

Community Resources Council Center at
Avondale East
455 S.E. Golf Park Blvd.
Topeka, KS 66605

2022 Income Eligibility Guidelines

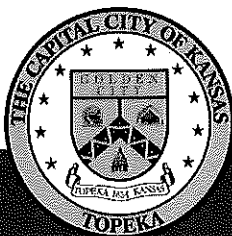
Number of people in household	Maximum monthly income
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For more information please call: (785) 233-1365



CITY OF TOPEKA

Brent Trout
City Manager
215 SE 7th St
Topeka, KS 66603

Email: bltrout@topeka.org
Tel: 785-368-3725
Fax: 785-368-3909
www.topeka.org

WEEKLY REPORT

Department: Public Works

January 14, 2022

What did your department do this week?

Engineering

For more information about 2021 projects, go to a listing and recap at <https://www.topeka.org/news/category/press-releases/> or to the Topeka Project Portal at <https://projects.topeka.org>

- **12th Street – Gage to S Kansas Ave.** SW 12th is closed to through traffic west of Washburn. Some cross streets between have been closed in preparations for underground utility pipe replacements at those intersections.
- Various 2022 projects are under design and some are being prepared to send out for bid.
- A contract for the SE California – 45th to 37th is progressing through the awarding process. By contract, the project is scheduled to start February 28 and completed by December 9.
- A contract for the NW Tyler – Lyman to Beverly is progressing through the awarding process. By contract, the project is scheduled to start January 7 and completed by November 18.

Street (Dec. 29 – Jan. 4)

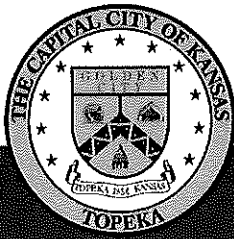
- Filled 227 potholes; 227 YTD
- Maintained 4 alleys; 4 alleys YTD
- Swept 32 lane miles of street; 32 YTD

Traffic (Dec. 31 – Jan. 6)

- Manufactured 18 signs; 18 YTD.
- Marked 16 buried traffic signal/street light infrastructure; 16 YTD.
- Repaired 13 traffic signals; 13 YTD.

Forestry

- Removed six trees, trimmed three, and responded to eight limbs down/brush piles.



CITY OF TOPEKA

Brent Trout
City Manager
215 SE 7th St
Topeka, KS 66603

Email: bttrout@topeka.org
Tel: 785-368-3725
Fax: 785-368-3909
www.topeka.org

- Helped the Street Division with the Jan. 6 snow event.
- Continued to remove Christmas Trees from the public drop-off locations and dropped them off at the yard waste recycling facility.

What does it have planned in the next few weeks?

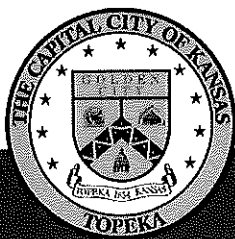
Forestry

- Continue to work on requests as they come in.
- Continue to pick up Christmas Trees to be recycled from the drop off point at the Zoo.

Traffic

- Work on annual traffic signal inspections.
- Handle work orders as they come in.

Anything else to report?



CITY OF TOPEKA

Human Relations Commission
City Hall, 215 SE 7th Street
Topeka, KS 66603

Tel: 785-368-3897
www.topeka.org

For Immediate Release

Contact for further information: Nicholas Smith, Chair of the Topeka Human Relations Commission,
nicholas.smith@onmail.com

January 14, 2022

Topeka Human Relations Commission Announces Washburn Law Dean and Omni Circle Group as the 2021 Recipients of the Troy Scroggins Award

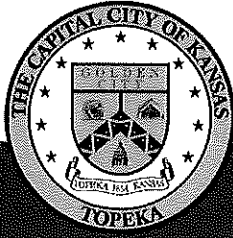
TOPEKA, Kan. – The Topeka Human Relations Commission (THRC) is eager to announce Washburn Law Dean Carla Pratt as the individual recipient, and Omni Circle Group as the organization recipient of the 2021 Troy Scroggins Awards. Dean Pratt and Omni Circle Group will be presented with the awards at the January 18 City Council Meeting.

The Troy Scroggins Awards are presented to deserving individuals and organizations for their efforts in furthering the THRC's mission. The awards recognize outstanding achievements in ameliorating discrimination and prejudice based on race, sex, creed, religion, color, national origin, age, ancestry, disability, and sexual orientation and advancing diversity in the City of Topeka. The two award categories are Outstanding Individual Achievement and Outstanding Organizational Achievement.

“Dean Pratt’s scholarship and advocacy on race and the legal profession have served as a motivating factor for increasing diversity within Topeka, Washburn Law, and the Kansas legal community,” said Commissioner Nicholas Smith, Chair of the THRC. “Through Dean Pratt’s leadership, Washburn Law has implemented new programs to increase access to legal education for students of color, LGBTQ+ students, and students who are differently abled, which continues its legacy as an exemplary institution becoming of Topeka.”

“Omni Circle Group has made strides at advancing multicultural and multigenerational opportunities for Topeka’s African American community,” said Smith. “Through its community development program, Omni Circle Group acts as an entrepreneurial incubator for minority-owned Topeka businesses. The organization continues to serve the community through its food programs, mentorship, mental health workshops, and providing school supplies to students.”

Pratt is Dean at Washburn University School of Law in Topeka, Kansas. Previously, she served as the Nancy J. LaMont Faculty Scholar and Professor of Law at Penn State’s Dickinson School of Law. Her scholarship is at the intersection of Constitutional Law, Federal Indian Law, Education Law, and Race and American Law with emphasis on understanding the role of identity in law and legal institutions. From



CITY OF TOPEKA

Human Relations Commission
City Hall, 215 SE 7th Street
Topeka, KS 66603

Tel: 785-368-3897
www.topeka.org

2012 to March 2018, she served as an Associate Justice for the Supreme Court of the Standing Rock Sioux Tribe in Fort Yates, North Dakota.

Michael Odupitan, CEO and President, started Omni Circle Group with a vision for change and a mission to unite and strengthen communities through personal and professional development. A former Washburn University student, Odupitan returned to Topeka to give back to the community that he believes saved him. In its three years, Omni Circle Group has launched numerous support groups and workshops to help minorities with business success, improve community mental health, inspire youth through mentorship and community building, and developing a strong e-commerce community in Topeka.

The THRC is a nine-member Board of Commissioners appointed by the Mayor with the consent of the City Council. The mission of the THRC is to conduct outreach and educational activities that promote justice and cultural understanding and improve relationships among all citizens of Topeka. You can learn more about the current THRC Commissioners on the [City's website](#).

From: Andrew Rosebrook <arosebrook@topeka.org>
Sent: Friday, January 14, 2022 7:50 AM
To: Traffic Disruptions <trafficdisruptions@topeka.org>
Subject: RE: Traffic Disruptions: Water main break on SW 21st St & Central Park
Importance: High

This water main break has also damaged a sewer pipe and will require the whole street to be shut down again in this location for 1 week.

Andy Rosebrook
Traffic Engineering Technician II
City of Topeka
Direct: 785-368-3044
Office: 785-368-3842

From: Andrew Rosebrook <arosebrook@topeka.org>
Sent: Friday, January 7, 2022 2:12 PM
To: Traffic Disruptions <trafficdisruptions@topeka.org>
Subject: Re: Traffic Disruptions: Water main break on SW 21st St & Central Park
Importance: High

SW 21st St is fully closed at the intersection of SW 21st & Central Park due to a large water main break.

Andy Rosebrook
Traffic Engineering Technician II
City of Topeka
Direct: 785-368-3044
Office: 785-368-3842

From: Andrew Rosebrook
Sent: Friday, January 7, 2022 12:29 PM
To: Traffic Disruptions
Subject: RE: Traffic Disruptions: Water main break on SE Golden

SE Golden Ave is closed to southbound traffic between SE 13th St and SE Doane St due to another water main break. Northbound on Golden is still traversable. Repair time is 1-2 weeks.

Andy Rosebrook
Traffic Engineering Technician II
City of Topeka
Direct: 785-368-3044
Office: 785-368-3842

From: Andrew Rosebrook <arosebrook@topeka.org>
Sent: Friday, January 7, 2022 8:09 AM
To: Traffic Disruptions <trafficdisruptions@topeka.org>

Subject: RE: Traffic Disruptions: Water main breaks on 17th and 21st
Importance: High

Sorry- quick correction- SW 21st is closed in the westbound lanes between Gage Blvd and Mission Ave only. Closure does not extend west past Mission Ave.

Andy Rosebrook
Traffic Engineering Technician II
City of Topeka
Direct: 785-368-3044
Office: 785-368-3842

From: Andrew Rosebrook <arosebrook@topeka.org>
Sent: Friday, January 7, 2022 8:06 AM
To: Traffic Disruptions <trafficdisruptions@topeka.org>
Subject: RE: Traffic Disruptions: Water main breaks on 17th and 21st
Importance: High

We have two more water main breaks impacting traffic this morning.

First, SW 17th St is fully closed between SW Sims to SW Hope St. This will likely be the same as the previous 17th closure from Green Acre to McAlister (which should now be open) in terms of duration.

Second, SW 21st St is closed for westbound traffic west of the intersection of 21st & Gage. All other directions at 21st & Gage are open. Due to temperatures/weather, this will likely take 2-3 weeks to repair.

On S Kansas Ave between 18th St and 19th St northbound traffic is being shifted over so that there is one lane north and south using both southbound lanes as we repair a large watermain break in the area. Repair time is estimated at 3 weeks.

Andy Rosebrook
Traffic Engineering Technician II
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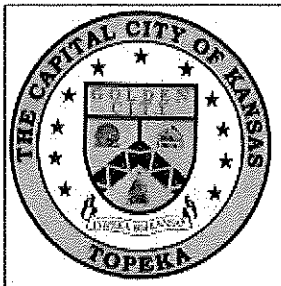
From: Andrew Rosebrook <arosebrook@topeka.org>
Sent: Wednesday, January 5, 2022 7:47 AM
To: Traffic Disruptions <trafficdisruptions@topeka.org>
Subject: Traffic Disruptions: Water main breaks on 17th, Oakley, and 29th
Importance: High

We have more water main breaks that have come in with closures.

First, SE 29th St has both westbound lanes closed between SE Cunningham and SE Monroe. Traffic has been shifted over to one-way each direction in the eastbound lanes. Standard 2-3 week repair time weather permitting.

Second, SW 17th St is fully closed between SW Green Acres Ave and SW McAlister Ave. This portion is completely closed to thru traffic while crews determine the extent of the damage and work needing to be done. Once that determination is made, there will be an update pushed out (expecting 1-2 days turnaround on update).

Third, SW Oakley between SW 15th and SW Shadow Ln is fully closed. Standard 2-3 week repair time weather permitting.



Andy Rosebrook
Traffic Engineering Technician II
City of Topeka
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Office: 785-368-3842

