Directions

The first three scenarios do not require you to prepare a tax return. Read the interview notes for each scenario carefully and **use the Important Changes lesson in Publication 4491, VITA/TCE Training Guide, or in Link & Learn Taxes to answer the questions after the scenarios.** All questions are based on calendar year 2023 tax law.

Scenario 1: Herb and Alice Freeman

Interview Notes

- Herb and Alice are married and file a joint return. Herb is 74 years old and Alice turns 72 in February 2023. Neither are blind.
- Both Herb and Alice are retired. Herb works part time as a greeter.
- Alice is confused about the Required Minimum Distribution rules, and wants to know when she should take her first distribution from her IRA.
- Herb earned \$12,000 in wages and has fully taxable pension income of \$4,800. The couple also received Social Security benefits of \$46,000. They received no other income in 2023.
- Herb and Alice's grandson, Stuart, lives with them while he attends the local university. Stuart is 20, a full-time student, and is claimed as a dependent by his parents.
- Herb, Alice and Stuart are U.S. citizens, lived in the United States all year, and have valid Social Security numbers.

Scenario 1: Test Questions

- 1. What is Herb and Alice's standard deduction?
 - **a.** \$27,700
 - **b.** \$29,200
 - **c.** \$29,550
 - **d.** \$30,700
- 2. When does Alice need to take her first Required Minimum Distribution (RMD)?
 - a. Alice is late. She was required to take her first RMD by April 1 of the year after the year she turned 70 ½.
 - **b.** By April 1, 2023.
 - c. By April 1, 2024.
 - d. By April 1, 2025.
- 3. Herb and Alice qualify for the earned income credit (EIC).
 - a. True, because Stuart is their qualifying child.
 - **b.** True, because they have earned income and adjusted gross income under the EIC threshold for a married couple without a qualifying child.
 - c. False, because they are over the age limit for taxpayers who do not have a qualifying child.
 - d. False, because their income is too high.

Scenario 2: Chloe Carlow

Interview Notes

- Chloe is single, a U.S. citizen, and has a valid Social Security number. No one else lives in the household with her. She turned 50 in 2023.
- Chloe worked full time. Her total income from wages is \$53,000. She has no other income. She is covered by a retirement plan at work.
- Chloe contributed \$6,000 to her traditional IRA in 2023.
- Chloe owns her home in the U.S. where she lived as her principal residence all year. She made the following energy efficient improvements to her home in 2023. These purchases meet the energy efficiency and other requirements to claim the energy efficient home improvement credit:
 - \$300 on a home energy audit
 - \$2,500 on new windows
 - \$6,000 on a new natural gas hot water boiler

Scenario 2: Test Questions

- **4.** Chloe visits your site in February 2024 and says she wants to make the maximum IRA contribution for 2023. How much more can she contribute?
 - a. \$0 because it is after December 31 and too late to make a 2023 contribution
 - b. \$0 because she has already contributed the maximum allowed
 - **c.** \$1,000
 - **d.** \$1,500
- 5. What is the maximum amount of qualified expenses for the energy efficient home improvement credit that Chloe can claim for her home improvements?
 - **a.** \$1,200
 - **b.** \$1,290
 - **c.** \$2,640
 - **d.** \$8,500

Scenario 3: Luther and Lexi Lincoln

Interview Notes

- Luther, age 54, and Lexi, age 56, are married and file a joint return.
- Lexi has family coverage through her High Deductible Health Plan (HDHP) at work. In 2023, Lexi contributed \$2,350 to her Health Savings Account (HSA). Luther made contributions totaling \$3,000 to his HSA in 2023.
- Luther's Form 1099-SA shows a distribution from his HSA of \$3,000. They have receipts showing they paid:
 - \$300 for new eyeglasses for Lexi,
 - \$2,200 in copays for doctor visits and tests,
 - \$400 for over the counter medication, and
 - \$100 for Personal Protective Equipment (PPE) to prevent the spread of COVID-19 and home COVID-19 tests
- In April 2023, Luther was diagnosed by his physician with a terminal illness. In May, Luther and Lexi decided to take a luxury vacation before his health deteriorated. They used a distribution from Luther's IRA to pay for it. They received a Form 1099-R showing \$15,000 in Box 1, and code 1 in Box 7.
- Lexi sold a used handbag on an online marketplace. She received a Form 1099-K reporting the \$700 sale. She originally paid \$1,000 for the bag.
- Luther and Lexi are U.S. citizens with valid Social Security numbers.

Scenario 3: Test Questions

- 6. Lexi and Luther want to maximize their HSA deduction. Combined, how much more can they contribute to their individual HSAs before the tax filing deadline?
 - **a.** \$2,400
 - **b.** \$3,400
 - **c.** \$4,400
 - **d.** \$4,700
- 7. How much of Luther's Form 1099-SA amount is taxable?
 - a. \$0 because they had qualified medical expenses of \$3,000
 - b. \$100 because PPE is not a qualified expense for 2023
 - c. \$300 because Luther can't use money from his HSA to pay for Lexi's medical expenses
 - d. \$400 because over the counter medicine is not a qualified medical expense

- 8. How much additional tax on early distributions is Luther required to pay?
 - **a.** \$0
 - **b.** \$1,000
 - **c.** \$1,500
 - **d.** \$3,000
- 9. According to the Form 1099-K FAQs on IRS.gov, how should Lexi report the form she received?
 - a. She should not report the transaction because a personal loss is not deductible.
 - b. On Form 1040, Schedule 1, she should report \$700 on the Other Income line and \$700 on the Other Adjustments line, labeling both entries as "Form 1099-K Personal Item Sold at a Loss \$700"
 - **c.** On Form 1040, Schedule 1, she should report \$700 on the Other Income line and \$1,000 on the Other Adjustments line, labeling both entries as "Form 1099-K Personal Item Sold at a Loss"

Scenario 4: Siena King

Directions

Using the tax software, complete the tax return, including Form 1040 and all appropriate forms, schedules, and worksheets. Answer the questions following the scenario.



When entering Social Security numbers (SSNs) or Employer Identification Numbers (EINs), replace the Xs as directed, or with any four digits of your choice.

Interview Notes

- Siena is married to Kendall, but they have lived separately since Kendall moved out of the home in April 2023. Siena does not want to file a joint return.
- Siena and Kendall have a 3 year old daughter, Kenna. Kenna lives with Siena and visits Kendall on weekends. Siena received a \$3,000 qualified birth distribution from her IRA on March 31, 2020.
- Siena's mother, Stacy, moved in with Siena in April. She watches Kenna while Siena works. Stacy receives \$12,000 per year from Social Security, and a taxable pension of \$500 per month. Stacy is widowed. Siena calculated that Siena paid more than half of her mother's support for the year.
- Siena is a full-time science teacher at a local public middle school. She spent \$400 of her own money to purchase supplies for labs she conducted with her students. She did not receive any reimbursement for these expenses.
- On weekends and during the summer, Siena works part-time as a driver for Delicious Deliveries. She provided a statement from the food delivery service that indicated the number of miles driven and fees paid for the year. These fees are considered ordinary and necessary for the food delivery business:
 - o 5,700 miles driven while delivering food
 - Insulated box rental: \$300
 - GPS device fee: \$200
- Siena's record keeping application shows she also drove 1,100 miles between deliveries and 560 miles driven between home and the first and last delivery point of the day. She also drove 10,000 miles for personal purposes. Siena does not have a separate car for personal use. She started using her car for business on May 17, 2023.
- Siena also kept receipts for the following out-of-pocket expenses:
 - \$100 on tolls
 - \$50 for parking
 - \$48 for parking tickets
 - \$150 for snacks and lunches Siena consumed while working
- Siena provided the Form 1099-K that she received from Delicious Deliveries.
- Siena contributed \$6,000 to her traditional IRA. She also contributed to her retirement plan at work.
- Siena, Kenna, and Stacy are U.S. citizens, have valid Social Security numbers, and lived in the United States all year.



You will need: • Tax Information such as Forms W-2, 1099, 1098, 1095. • Social Security cards or ITIN letters for all persons on your tax return. • Picture ID (such as valid driver's license) for you and your spouse.			Intake/Inte	Interview	w and	Quality		Quality Review S	Sheet			OMB Number 1545-1964	imber 964
	s Forms W-2, r ITIN letters f	1099, 1098 or all pers(1se) for yo	ຸ, 1095. ວກs on yo u and you	ur tax r ur spous	eturn. se.	 Please (You are complet If you had the second the	complete respons te and ac ave ques	pages 1- ible for th curate inf tions, ple	 Please complete pages 1-4 of this form. You are responsible for the information on your return. Please provide complete and accurate information. If you have questions, please ask the IRS-certified volunteer preparer. 	rm. ion on yo	ur return. F ified volun	Please prov iteer prepar	ide er.
	Volunteer	s are train∈ To repo	ed to prov	/ide hig cal behɛ	h quality wior to th	re trained to provide high quality service and uphold the highest ethic To report unethical behavior to the IRS, email us at <u>wi.voltax@irs.gov</u>	nd upholo ail us at	d the high <u>wi.voltax(</u>	Volunteers are trained to provide high quality service and uphold the highest ethical standards. To report unethical behavior to the IRS, email us at <u>wi.voltax@irs.gov</u>	standard:	v		
Part I – Your Personal Information (If you are filing a joint return, enter your names in the same order as last year's return)	iation (If you a	ire filing a jo	oint return	, enter y	our name	s in the sa	me order	as last ye	ar's return)				
 Your first name SIENA 		M.I. A	Last name KING	ame				Bes YO	Best contact number YOUR PHONE #	umber #	Are you	Are you a U.S. citiz ★ Yes	citizen? □ No
2. Your spouse's first name		M.I.	Last name	ame				Bes	Best contact number	Imber	Is your : Tes	Is your spouse a U.S. citizen?	.S. citizen? No
3. Mailing address 1551 CONCORD CIRCLE						Apt # City YO	City YOUR CITY	Υ			State YS	ZII ZII	ZIP code YOUR ZIP
4. Your Date of Birth	5. Your job title	tle		6. L	ast year,	6. Last year, were you:				a. Ful	a. Full-time student	ent 🗌 Yes	s No
06/07/1982	TEACHER			b. T	fotally and	Totally and permanently disabled	ntly disab		Yes 🛪 No		c. Legally blind	□ Yes	s × No
7. Your spouse's Date of Birth	8. Your spouse's job title	ıse's job titl	Θ	9. Г Р. Т	-ast year, ^r otally and	 Last year, was your spouse: D. Totally and permanently disabled 	spouse: ntly disab		Yes 🛛 No		a. Full-time student c. Legally blind	ent 🗌 Yes	ა ა ი ი ი ი ი ი ი ი
10. Can anyone claim you or your spouse as a dependent?	our spouse as	a depende	nt?								Unsure		
11 Have you, your spouse, or dependents been a victim of tax related identity theft or been issued an Identity Protection PIN?	dependents be	sen a victim	of tax rel	ated ide	ntity theft	or been is	sued an Ic	Jentity Pro	tection PIN			□ Yes	S No
12. Provide an email address (optional) (this email address will not be used for contacts from the Internal Revenue Service)	optional) (this	email addr∈	ess will no	t be use	d for cont.	acts from t	he Interné	al Revenue	e Service)				
Part II – Marital Status and Household Information	l Household	Informati	uo										
1. As of December 31, 2023, what		Never Married		nis inclua	les registe	sred domes	stic partn∈	erships, civ	(This includes registered domestic partnerships, civil unions, or other formal relationships under state law)	r other for	mal relation	iships under	state law)
was your marital status?	× Ma	Married	a.	lf Yes, C	∂id you ge	a. If Yes, Did you get married in 2023?	n 2023?					🗆 Yes	
			р.	Did you	live with y	our spous	e during ¿	any part of	b. Did you live with your spouse during any part of the last six months of 2023?	months of	f 2023?	🛛 Yes	s No
		Divorced	ŏ	ate of fin:	Date of final decree					I			
	Leć	Legally Separated		ate of se _l	parate ma	Date of separate maintenance decree	decree			I			
	М М	Widowed	Ύε	ear of sp	Year of spouse's death	ath				I			
 List the names below of: everyone who lived with you last year (other than your si 	ou last year (ot	her than yo	ur spouse)	(6				lf add	If additional space is needed check here	e is neede	d check he] and list on page 3
• anyone you supported but did not live with you last year	did not live wit	th you last y	/ear						To be con	npleted b	y a Certifie	To be completed by a Certified Volunteer Preparer	r Preparer
Name (first, last) Do not enter your name or spouse's name below	Date of Birth (mm/dd/yy)	Relationship to you (for example: son, daughter, parent, none, etc)	Number of months lived in your home last year	US Citizen (yes/no)	Resident of US, Canada, or Mexico last year (yes/no)	Single or Married as of 12/31/23 (S/M)	Full-time Td Student Pa last year D (yes/no) (y	Totally and Permanently Disabled (yes/no)	ls this person a qualifying child/relative of any other person? (yes/no)	Did this person provide more than 50% of his/ her own support?	Did this person have less than \$4,700 of income? (yes,no,n/a)	Did the taxpayer(s) provide more than 50% of support for this person? (yes/no/n/a)	Did the taxpayer(s) pay more than half the cost of maintaining a home for this person?
KENNA KING	03/01/2020	DAUGH	12	γ	Y	s) S	z	z		(particular)			(a. 100 f)
STACY CHAMBERS	08/10/1956	PARENT	8	γ	γ	s	z	z					
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Form 13614-C

a Part III - Income - Last Year, Did You (or Your Spouse) Receive All To Phonem? Benirud States of Salary (Form W-2, 109-1) Benirud States of the sale or expanse and the state or an indicatance payments? All Monory income or separate maintenance payments? All Noome (or Iso) from the sale or other property or services of the property or services of the property or services of the indicatance payments? All monor with the maintenance payments? All monor with the sale or other property or services of the property or services of the property or services of the indicatance payments? All monor with the payments from misses. All monor with the payments from misses. All monor of the property or services of the proproperty or services of the property or se	Clareck appropriate box for each question in each section Ves No Unsure Part III – Income – Last Vaar, Did You (or Your Spouse) Receive X I. (B) Wages or Salary? (Form W-2) If yes, how many jobs did X I. (B) Wages or Salary? (Form W-2) If yes, how many jobs did X I. (B) Wages or Salary? (Form W-2) If yes, how many jobs did X I. (B) Retund of state/local income taxes? (Form 1099-G) X I. (B) Interest/Dividends from: checking/savings accounts, bonds, (P) X I. (B) Income (or loss) from the sale or exchange of stocks, bonds, (P, C) X I. (A) Income (or loss) from the sale or exchange of stocks, bonds, (P, C) X I. (A) Income (or loss) from the sale or exchange of stocks, bonds, (P, C) X I. (B) Disbibity income? (such as payments? (Forms SS/ X I. (C) B) Disbibity income? (such as payments? II (C) (B) Disbibity income? (such as payments? X I. (D) Income (or loss) from the sale or exchange of stocks, bonds, (I) II (C) (B) Disbibity income? (such as payments? II (C) (B) Disbibity income? (such as payments?

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	Page 3
Additional Information and Questions Related to the Preparation of Your Return	
1. Would you like to receive written communications from the IRS in a language other than English? 🗌 Yes 🗷 No If yes, which language?	
2. Frestuerinal Election Campaign Fund (in you check a box, your tax of return will not change) Check here if you, or your spouse if filing jointly, want \$3 to go to this fund	
osit b. To purchase	tween different accounts
tly from your bank account? 🛛 Yes 🕱 No	
□ Yes 🛪 No	
6. Did you, or your spouse if filing jointly, receive a letter from the IKS? □ □ Yes ■ No 7. Would you like information on how to vote and/or how to register to vote? □ Yes ■ No	
her federal financ ancial funding. Yc	tions may be used by oses. These questions
8. Would you say you can carry on a conversation in English, both understanding & speaking? 🗌 Very well 📋 Well 📋 Not well 🔲 Not at all 🕱 Prefer not to answer	 Prefer not to answer
?	Prefer not to answer
liity? □ Yes □ No ■	
11. Are you or your spouse a veteran from the U.S. Armed Forces?	
American Indian or Alaska Native Asian Black or African American Native Hawaiian or other Pacific Islander White x	■ Prefer not to answer
laska Native 🛛 🗆 Asian 🔲 Black or African American 🔄 Native Hawaiian or other Pacific Islander 🛛 White	 Prefer not to answer
□ No spouse	
14. Your ethnicity?	
15. Your spouse's ethnicity? 🛛 🗌 Hispanic or Latino 🔄 Not Hispanic or Latino 🕱 Prefer not to answer 🔄 No spouse	
Additional comments	
Privacy Act and Paperwork Reduction Act Notice	
The Privacy Act of 1974 requires that when we ask for information we tell you our legal right to ask for the information, why we are asking for it, and how it will be used. We must also tell you what could happen if we do not receive it, and whether your response is voluntary, required to obtain a benefit, or mandatory. Our legal right to ask for information is 5 U.S.C. 301. We are asking for this information to assist us in contacting you relative to your interest and/or participation in the IRS volunteer income tax preparation and outreach programs. The information you provide may be furnished to others who coordinate activities and staffing at volunteer return preparation sites or outreach activities. The information may also be used to establish effective controls, send correspondence and recognize volunteers. Your response is voluntary. However, if you do not provide the requested information, the IRS may not be used to use your assistance in these programs. 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 1545-1964. Also, if you have any comments regarding the time estimates associated with this study or suggestion 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 2024	ell you what could happen if we ation to assist us in contacting tinate activities and staffing at se is voluntary. However, if you rol number on all public making this process simpler,
Catalog Number 52121E www.irs.gov Form	Form 13614-C (Rev. 10-2023)

Form W-2

	a Employee's social security number 601-00-XXXX	OMB No. 154	5-0008	Safe, accurate, FAST! Use	≁ file		e IRS website at s.gov/efile
b Employer identification number (EIN)		1 Wa	ges, tips, other compensation	2 Fed	eral income t	ax withhe l d
	20-900XXXX			42,000.00)		4,200.00
c Employer's name, address, and	ZIP code		3 So	cial security wages	4 Soc	ial security ta	x withheld
DILLARD COUNTY SCHOOL DISTR	ICT			45,000.0	o		2,790.00
143 ROCK ROAD			5 Me	dicare wages and tips	6 Me	dicare tax wit	nhe l d
YOUR CITY, YOUR STATE ZIP				45,000.0	o		652.50
			7 So	cial security tips	8 Allo	cated tips	
d Control number			9		10 Dep	pendent care	benefits
e Employee's first name and initial	Last name	Suff.	11 No	nqualified plans	12a See	instructions	for box 12
SIENA KING					å E		3,000
1551 CONCORD CIRCLE YOUR CITY, YOUR STATE ZIP			13 Stat emp	utory Retirement Third-party plan sick pay	12b		
		Ĩ	14 Oth	er	12c		
					ີ 12d ຊິ		
f Employee's address and ZIP cod	e				e		
15 State Employer's state ID numb	er 16 State wages, tips, etc.	17 State incom	ne tax	18 Local wages, tips, etc.	19 Local i	ncome tax	20 Locality name
YS 1234567-89	42,000.00	1	,260.00	42,000.00		420.00	
Form W-2 Wage and	d Tax Statement	202	23	Department c	f the Treas	ury—Internal	Revenue Service
Copy B—To Be Filed With Emp	loyee's FEDERAL Tax Return.						

	CTED (if checked)		
FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.	FILER'S TIN	OMB No. 1545-2205	
51 , 1	20-400XXXX	1000 K	Payment Card and
DELICIOUS DELIVERIES 567 ALVIN AVENUE	PAYEE'S TIN	Form 1099-K	Third Party
YOUR CITY, YOUR STATE ZIP	601-00-XXX	(Rev. January 2022)	Network
	1a Gross amount of payment card/third party network	· · · ·	Transactions
	transactions	For calendar year	
	\$ 17,200.00		
	1b Card Not Present transactions	2 Merchant category	code Copy B
Check to indicate if FILER is a (an): Check to indicate transactions	\$		For Payee
Payment settlement entity (PSE)	3 Number of payment	4 Federal income tax	
Electronic Payment Facilitator (EPF)/Other third party Third party network	transactions 700	withheld \$	This is important tax information and is
PAYEE'S name	5a January	5b February	being furnished to the IRS. If you are
	\$	\$	required to file a
SIENA KING	5c March	5d April	return, a negligence penalty or other
Street address (including apt. no.)	\$	\$	sanction may be imposed on you if
	5e May	5f June	taxable income
1551 CONCORD CIRCLE	\$ 500.00	\$ 3,	,500.00 results from this transaction and the
	5g July	5h August	IRS determines that it
City or town, state or province, country, and ZIP or foreign postal code	\$ 3,500.00	\$ 3,	,700.00 has not been reported.
YOUR CITY, YOUR STATE ZIP	5i September	5j October	
PSE'S name and telephone number	\$ 2,000.00	\$ 1,	,500.00
	5k November	5 December	
	\$ 1,500.00	\$ 1,	,000.00
Account number (see instructions)	6 State	7 State identification r	no. 8 State income tax withheld
		L	\$
			\$

Scenario 4: Test Questions

- 10. Since Siena refuses to file jointly with Kendall, what is her most advantageous allowable filing status?
 - a. Single
 - b. Qualifying Surviving Spouse
 - c. Married Filing Separately
 - d. Head of Household
- 11. Siena can claim her mother, Stacy, as a dependent.
 - a. True, because Siena provided over half of Stacy's support.
 - b. True, because Stacy lived with Siena for more than half the year.
 - c. False, because Stacy did not live with Siena as a member of her household all year.
 - d. False, because Stacy's gross income is over the threshold amount for 2023.
- 12. How many miles can Siena claim for the business mileage expense?
 - **a.** 1,100
 - **b.** 5,700
 - **c.** 6,800
 - **d.** 7,360
- **13.** For 2023, how much can Siena take as an educator expense deduction for the lab supplies she purchased for her students?
 - **a.** \$250
 - **b.** \$300
 - **c.** \$350
 - **d.** \$400
- 14. What is the amount of Siena's retirement savings contributions credit? \$_____
- **15.** Siena wants to recontribute the amount she took as a qualified birth distribution from her IRA. She must make the repayment:
 - a. Before April 1, 2023
 - b. Before Kenna's third birthday
 - c. Before January 1, 2024
 - d. Before January 1, 2026