



2018 Plan

Dates + Shift Times

Friday, February 9

Saturday, February 10

8:30 a.m. – 1 p.m. (new)

9:00 a.m. – 1 p.m. (regular)

12:45 p.m. – 5 p.m. (new)

12:45 p.m. – 5 p.m. (regular)

5:30 p.m. – 9:30 p.m. (new)

5:30 p.m. – 9:30 p.m. (new)

Volunteer Breakdown (Average number per shift in 2017)

TSSs: 2 only who volunteer at the main office (plus full-time staff at some shifts)

Preparers: 10

Reviewers: 5

Financial Advocates: 2

Total number of volunteers: 95 + seasonal staff

Kick-Off (Friday morning)

8:30 a.m. – 8:40 a.m. – Volunteers huddle

8:45 – 8:59 – Short program including countdown to Taxathon with leaders, volunteers and customers

9:00 a.m. – 9:15 a.m. – Taxathon kick-off

Celebration (Saturday afternoon)

~4:45 p.m. (when volunteers start finishing): bring everyone together for a fun photo with party hats etc.

Goals for the 24 hours

200 taxpayers

\$700,000 in refunds

50 savers

400 returns

Engagement

Customers

- Popcorn machine from partner and donor Susan S.!
- Inviting the customers from last year to file their taxes if they qualify.
- Like last year, there will be a guessing game.
- More balloons!
- Coloring sheets.
- Peace Coffee.
- Every 25th customer wins \$5.
- Story collection interns will be collecting stories and taking photos.

Volunteers and seasonal staff

- Introductions at the beginning of the huddle to build community and connection, especially during the “added” shifts so people can get to know one another.
- T-shirts will be provided by P+P again this year.
- New: Geek Quiz! Each day will have two questions (one tax-related and the other financial services-related). The person who guesses correctly will win a prize.

Full-Time Staff

- Available full-time staff will be asked to staff a shift during the taxathon.
- Priority shifts will be the two on Saturday because they are the regular shifts and need more energy.
- All staff will be invited to the kick-off on Friday morning.

Partners

- Similar to last year, friends of P+P will be invited to stop by during the taxathon and drop off a treat for the volunteers.

- We'll try to invite more partners this year so there's also food for the customers.

Logistics/Ambiance

- There will be a countdown clock!
- There will be beverages other than coffee and water.
- There will be more decorations.
- Picture frame for everyone (see below)

Media

- Similar to last year, TV will be the target for media coverage.

Frame:

