



NEIGHBORHOOD DEVELOPMENT CENTER

E-BLAST

January 2010 Special Edition



An information-sharing service of the
Neighborhood Development Center (NDC)

The mission of the Neighborhood Development Center is to build strong neighborhoods by connecting individuals to information, technology, and opportunities for civic engagement.

Please note that the Neighborhood Development center website has moved. Visit us at
<http://www.strongneighborhoods.org/neighborhooddevelopmentcenter.htm>

Table of Contents

[Boards and Commissions](#)

[Neighborhoods Commission](#)

[City Manager's Office](#)

[City Manager's Weekly Report](#)

[City Works to Balance Budget](#)

[Children's Discovery Museum of San Jose March/April 2010 Events](#)

[Fire Chief Recruitment](#)

[Get Wired Up, San Jose!](#)

[Going Native Garden Tour](#)

[Great American Litter Pick Up](#)

[Keep San Jose Beautiful](#)

[Beautification Grants](#)

[Community Improvement Awards](#)

[Neighborhood Development Center Trainings](#)

[Our City Forest](#)

[Free In-Class Presentations Connect Students With Trees](#)

[Free Street Trees for San Jose Residents](#)

[Green Living Workshops in Willow Glen](#)

[Walking Tree Tour in Downtown San José](#)

[Operation Prom Dress](#)

[San Jose Public Library](#)

[Digital Bookmobile](#)

[From Trash to Treasures: Garden Art](#)

[Sixth Annual Best Practices/Smart Start Conference](#)

[Save the Date for the 22nd Annual San José Children's Faire!](#)

[San Jose/Santa Clara Water Pollution Control Plant](#)

[Tax Help Provided by Volunteer Income Tax Assistance](#)

If you have questions about the programs, events, or activities promoted in this newsletter, please contact each individual program directly.

Boards and Commissions

Neighborhoods Commission

The next Neighborhoods Commission meeting will on Wednesday, March 10, 2010 from 6:30 – 9 PM at Roosevelt Community Center, 901 East Santa Clara Street, San Jose CA 95116

For more information about the Neighborhoods Commission, visit <http://www.strongneighborhoods.org/neighborhooddevelopmentcenter.htm>

[Top of the Document](#)

City Manager's Office

City Manager's Weekly Report

The City Manager's Weekly Report is a weekly news briefing to the City Council providing important news and updates on key City initiatives and projects. It also includes a brief listing of upcoming City sponsored meetings and events. The weekly reports are available online at <http://www.sanjoseca.gov/citymanager/CMOweekly.asp>

[Top of the Document](#)

~~~~~

### **City Works to Balance Budget**

By Debra Figone, City Manager

The City of San Jose, like private sector companies, has been hard hit by the economic downturn. For the budget year that will start in July, the City is facing a \$100 million deficit.

How bad is a \$100 million deficit? If we shut every community center, wiped out all of our recreation programs, and closed all of our branch libraries, we still would not have solved our budget problem. After eight straight years of budget reductions, there are no easy solutions left.

While many other cities have already been forced to make significant reductions in the services they provide, the City of San Jose has historically been able to soften these community impacts through the strategic use of reserves, strong fiscal policies, and a long tradition as a well-managed City.

The decisions our elected officials face in June will require a difficult balancing act between significantly reducing costs while sustaining the best mix of critical City services, such as police, fire, street maintenance, parks and library services.

To minimize cuts in service, which also means eliminating positions, the City is asking employees for wage and benefit concessions, looking at new revenue sources, and exploring where we can be more efficient or restructure how we deliver services.

That said, there are hurdles to success in these areas. Any new revenues in the form of taxes must be approved by voters, who may not be supportive. In the area of employee concessions, we are targeting a 5% reduction for all employees, which could reduce the deficit by \$30 millions, and have begun the process to negotiate with bargaining units. However, changes to City employees' wages, benefits or pensions can only be made after going through the negotiating process with the City's 11 bargaining units.

If new revenues or employee concessions are not achieved, it will mean more significant service reductions and lay-offs. We are still in the early stages of developing next year's budget, so the "solutions" will change. But among the proposals are significant reductions, including closing fire stations, reducing police staffing, shuttering community centers and cutting branch libraries back to three days per week.

All of these proposals will be the subject of much public debate. The City of San Jose uses a community-based budgeting process to help ensure that our decisions reflect the values and priorities of our community. You can stay informed and make your opinion on these issues heard. Check the City's Web site ([www.sanjoseca.gov](http://www.sanjoseca.gov)) to find information about the budget. Meetings to share information and hear public comment about the budget will be held in every City Council District starting in March. The City Council will hold study sessions for two weeks in May, and public hearings are scheduled for May 18 and June 14.

For more information, contact the City Manager's Communications Office (535-8170).

[Top of the Document](#)

---

## ***Children's Discovery Museum of San Jose March/April 2010 Events***

Events/Programs include:

Summer of Service

BioSITE Open House

The 4<sup>th</sup> Annual San Francisco Bay Area international Children's Film Festival

Silicon Valley Reads

Family Science Night at the Museum

And more...

**See Attachment for a complete Calendar of Events for March and April**

[Top of the Document](#)

---

---

## ***Fire Chief Recruitment***

### **City recruiting new Fire Chief: Public input welcome**

The City of San José is recruiting for a new Fire Chief and is seeking community input regarding important qualities the City Manager and City Council should consider in evaluating candidates for this position.

San Jose's Fire Chief oversees the operations of 700 firefighters and 34 fire stations providing paramedic, hazmat, and fire fighting services for our community of more than 1 million residents.

Community meetings will be held on:

|                                                                                                                                |                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Tuesday, March 9, 2010</b><br/>6:30-8:30 PM<br/>Vineland Library, Community Room<br/>1450 Blossom Hill Road</p>          | <p><b>Thursday, March 18, 2010</b><br/>6:30-8:30 PM<br/>Tully Library, Community Room<br/>880 Tully Road</p>                                       |
| <p><b>Thursday, March 11, 2010</b><br/>6:30-8:30 PM<br/>Dr. Roberto Cruz Alum Rock Library<br/>3090 Alum Rock Avenue</p>       | <p><b>Monday, March 22, 2010</b><br/>6:30-8:30 PM<br/>Berryessa Library, Community Room<br/>3355 Noble Avenue</p>                                  |
| <p><b>Monday, March 15, 2010</b><br/>6:30-8:30 PM<br/>San Jose City Hall, Wing Rooms 118-119<br/>200 E. Santa Clara Street</p> | <p><b>Wednesday, March 24, 2010</b><br/>6:30-8:30 PM<br/>Willow Glen Community &amp; Senior Center,<br/>Community Room<br/>2175 Lincoln Avenue</p> |

Informational flyers are available in English, Spanish and Vietnamese on the City's Web site: [www.sanjoseca.gov](http://www.sanjoseca.gov). To request copies, or for other questions, please contact Heather Ruiz, Deputy Director of Human Resources at 975-1439. Residents may also provide feedback on the Fire Chief Candidate profile by sending an email to [info@tbcrecruiting.com](mailto:info@tbcrecruiting.com).

[Top of the Document](#)

---

---

## ***Get Wired Up, San Jose!***

### **We Need Your Help to Be Selected for Google's Community Broadband Fiber Project**

Google is looking for communities to test ultra-high speed broadband networks across the country. The network would deliver Internet speeds more than 100 times faster than what most Americans have access to today, over 1 gigabit per second, fiber-to-the-home/business connections. As you can imagine, it would present fantastic opportunities for residents and businesses alike, by attracting businesses and jobs to our community, enhancing the quality of life for our citizens and improving our schools, health care system and government agencies.

San Jose going forward with this application that would use San Jose as the start city to build ultra-high speed broadband networks in communities across America. Google's vision of a fiber-to-the-home network with open access is inline with the hope to connect every home and business in San Jose with a fiber broadband network.

As a matter of fact, we have assembled a multi-city department working group to address the application. Given that San Jose is a city of innovative early-adopters, of all technology, and our current high use of computers and the internet, it makes sense for Google to consider San Jose for their project and use us as a model for other municipalities to follow. Our diversity is a plus as well. Our population represents nationalities and ethnicities from throughout the world. What other American city would offer Google input on their project from so many different people?

We know this will be a very competitive process for Google. But, this diversity factor could be a big plus when they consider other areas and applications. And, of course, our global business community fuels invention and innovation throughout the world. What we work on here impacts companies and their products from Beijing to Berlin. Fiber-to-the-premise networks will serve as an engine for business and economic development and help maintain our spirit of entrepreneurship and leadership in innovation.

**To make sure San Jose is a top contender, we need your help.**

What you can do:

- Submit a simple nomination form here:  
<http://www.google.com/appserve/fiberrfi/public/options>
- Be creative: Google is an unorthodox company doing with its own style. In that same vein, they have asked creative submissions with nominations to bring Google's ultra- high speed internet to San Jose. Be inspired and create a YouTube video, compose a song, paint a picture, write some code or in any way create something to help promote San Jose as the model community for Google's Fiber Experiment with your nomination. Google is encouraging creativity!

[Top of the Document](#)

---

## ***Going Native Garden Tour***

### ***Eighth Annual Going Native Garden Tour***

Sunday, April 18, 2010, 10 am-4 pm

More and more Bay Area homeowners are turning to California native plants to save water and make their gardens aesthetically pleasing, attractive to birds and butterflies, and low maintenance. You can visit gardens landscaped with California native plants on this free annual tour.

Many different gardens will be open for viewing, from town home gardens to acre lots, from newly planted gardens to established ones. The gardens are located all over the Santa Clara Valley and the Peninsula, so you won't have to go far to see one. Some gardens will feature talks; others will have plants for sale. Visit as many as you like —for inspiration, for photos, for meeting other garden enthusiasts.

Free admission • Registration required at [www.GoingNativeGardenTour.org](http://www.GoingNativeGardenTour.org)

[Top of the Document](#)

---

## ***Great American Litter Pick Up***

Don't let LITTER trash your community!  
Volunteer with other concerned citizens to pick up litter in your community.

**Saturday, March 20, 2010**

Clean-up: 8:30 – 11:30 AM

For more information or to sign up call: **(408) 277-3208**

### **2010 Great American Pick Up Meeting Locations**

#### **District 1**

John Mise Park  
Corner of Moorpark Ave., Park Meadow Dr., and Mitty Way

#### **District 2**

Oak Grove High School, 285 Blossom Hill Rd.  
**Meet at old quad, between student parking lot & theatre**

#### **District 3**

Roosevelt Center, 901 E. Santa Clara St.  
Washington United Youth Center, 921 S. First St.

#### **District 4**

Berryessa Community Center, 3050 Berryessa Rd.  
**Meet in the front of the center**  
Alviso Youth Center, 5040 N. First St.  
**Meet at the lobby of the center**

#### **District 5**

Capitol Park, Corner of Bambi Ln. and Peter Pan Ave.

#### **District 6**

Sherman Oaks Community Center, Room #2  
1800A Fruitdale Ave.

#### **District 7**

O.B. Whaley Elementary School, 2655 Alvin Ave.  
**Meet at the front of the school**

#### **District 8**

Meadowfair Community Center, 2696 at S. King Rd.  
**Meet at the front of the Community Center**

#### **District 9**

Camden Community Center, 3369 Union Ave.  
**Meet in Activity Room B**

#### **District 10**

Pioneer High School, 1290 Blossom Hill Rd.

[Top of the Document](#)

---

---

## ***Keep San Jose Beautiful***

The mission of Keep San Jose Beautiful is to make San Jose more beautiful through community advocacy, education and empowerment.

### **Beautification Grants**

Keep San Jose Beautiful would like to congratulate the recipients of the Spring 2010 – Cycle 28 Beautification Grant. Matching grants are available to nonprofit organizations, neighborhood associations, schools and other community organizations who wish to help foster community pride in San Jose through beautification or landscaping

#### **Spring 2010 Grant Recipients:**

|                                  |                                  |
|----------------------------------|----------------------------------|
| Alviso Neighborhood Group        | Hanchett Park Heritage Project   |
| American Indian Education Center | Idella Lietz School              |
| Blackford NAC                    | Palm Haven Restoration Committee |
| Carlton Elementary School        | Reed Elementary PTA              |

[Top of the Document](#)

---

### **Community Improvement Awards**

Keep San Jose Beautiful is currently accepting nominations for the Community Improvement Awards. Nominations close on Tuesday, March 30, 2010. Anyone may nominate a group or individual who has volunteered time to beautify a property in San Jose. The program was established in 2004 to encourage citizen involvement in adding to the beauty of San Jose. Categories include landscape, residential, historic structure, neighborhood, commercial, and conservation/"green" improvements. The winners will be given a plaque and presented with a commendation at a City Council meeting.

To download forms or for more information about Keep San Jose Beautiful programs, call (408) 723-1574 or visit us online at <http://www.sibeautiful.org>

[Top of the Document](#)

---

## ***Neighborhood Development Center Trainings***

### **United Neighborhoods of Santa Clara County Annual Conference**

#### **Save the Date!**

Date: Saturday, April 17, 2010  
Location: San Jose City College

The Neighborhood Development Center is partnering with United Neighborhoods of Santa Clara County on this event and many of the classes offered will be eligible for CAP Grant training credit. More information will be provided in future E-blasts.

[Top of the Document](#)

---

---

# ***Our City Forest***

## **Free In-Class Presentations Connect Students With Trees**

Nonprofit Our City Forest is offering a new in-class presentation for students grades K-5. The *Trees and Our Watershed* lesson teaches the importance of trees in protecting the health of local watersheds and encourages water conservation.

Presentations are:

- Available to all Santa Clara County schools & youth programs
- In class or assembly format
- Offered through June 2010
- No cost to schools / youth programs
- English, Spanish and Vietnamese presenters and materials

Presentations utilize an interactive watershed model and include age-appropriate activities, displays and worksheets. The lesson is funded in part by a grant from the City of San José Environmental Services Department.

Teachers interested in scheduling a presentation for their classroom should contact Luis Garcia-Barnett at (408) 998-7337 x108 or [education@ourcityforest.org](mailto:education@ourcityforest.org). For more information on this program, visit [www.ourcityforest.org](http://www.ourcityforest.org)

[Top of the Document](#)

~~~~~

Free Street Trees for San Jose Residents

Local non-profit Our City Forest is offering free street trees for San Jose residents! If your home, neighborhood, local park or school needs shade trees, contact OCF right away!

To request a tree application for your residence, please call us at (408) 799-7337 x121 or visit www.ourcityforest.org. If your neighborhood, school or park needs a lot of trees, contact x124. OCF can help organize a large-scale planting and provide volunteers, tools and tree delivery. In addition to free trees, Our City Forest also offers assistance with planting and care. For senior and disabled residents, planting services are available.

Our City Forest (OCF) has worked to plant and protect our city’s urban trees since 1994. In San Jose, residents are required to have a street tree in their parking strip, so OCF helps acquire the necessary permits, selects the right species and teaches proper planting and care. These trees improve the health of our city and can even increase a property’s value by 5 to 15 percent!

[Top of the Document](#)

~~~~~



---

## Green Living Workshops in Willow Glen

Local non-profit Our City Forest (OCF) invites you to live green and save money on your utility bills. In just 3 weeks, this introductory workshop series will teach you ways to protect your family's health, spend less at the pump and choose sustainable, local food.

### Willow Glen Workshop

**Where:** Willow Glen Public Library  
1157 Minnesota Ave

**When:** Sundays, 3:00-5:30 p.m.  
March 7th, 14th and 21st

Enrollment is free and includes hands-on activities, an all-inclusive action guide with helpful local resources, and the opportunity to socialize with fellow green-minded citizens and neighbors.

RSVP is required to attend. Please contact Meg at (408) 998-7337 x123 or [GreenandHealthy@ourcityforest.org](mailto:GreenandHealthy@ourcityforest.org).

[Top of the Document](#)

---

## Walking Tree Tour in Downtown San José

Ever wondered about the trees that shade our city? Want to learn more about species identification and California native trees? Come take a tree tour in St. James Park with an Our City Forest arborist!

**When:** March 13, 1:30 – 3:30 pm

**Where:** St. James Park @ 2nd St and St. James St

Attendance is free and open to the public. Just be sure to wear comfortable shoes and weather appropriate attire! Please RSVP by contacting Amanda Grebner at [agrebner@ourcityforest.org](mailto:agrebner@ourcityforest.org) or (408) 998-7337 x105

[Top of the Document](#)

---

---

## ***Operation Prom Dress***

The City of San José in partnership with Councilmember Madison Nguyen present...

### **OPERATION PROM DRESS**

**Don't Let The Tough Economy Discourage Our San Jose High School Students From Attending Prom. Help Our Students Have a Memorable Prom by Donating a New or Gently Used Dress Today!**

**OCTOBER 19, 2009 – MARCH 27, 2010**

**Donation Boxes will be placed at various locations in San Jose.**

Almaden Library, 6445 Camden Ave. San Jose, CA 95120  
Alviso Library, 5050 N. 1<sup>st</sup> St. San Jose, CA 95002  
Berryessa Library, 3355 Noble Ave. San Jose, CA 95132  
Berryessa Community Center, 3050 Berryessa Rd. San Jose, CA 95132  
Cambrian Library, 1780 Hillsdale Ave. San Jose, CA 95124  
Dr. Roberto Cruz Alum Rock Library, 3090 Alum Rock Ave. San Jose, CA 95127  
East Carnegie, 1102 E. Santa Clara St. San Jose, CA 95116  
Edenvale Library, 101 Branham Lane East, San Jose CA 95111  
Evergreen Community Center, 4860 San Felipe Rd. San Jose, CA 95135  
Evergreen Library, 2635 Aborn Rd. San Jose, CA 95121  
Hillview Library, 1600 Hopkins Dr. San Jose, CA 95122  
May Fair Community Center, 2039 Kammerer Ave. San Jose, CA 95116  
Roosevelt Community Center, 901 E. Santa Clara St. San Jose CA 95116  
Rose Garden Branch Library, 1580 Naglee Ave. San Jose, CA 95126  
San Jose City Hall, 200 East Santa Clara St. 18<sup>th</sup> floor, San Jose, CA 95113  
Shirakawa Community Center, 2072 Lucretia Ave. San Jose, CA 95112  
Tully Library, 880 Tully Rd. San Jose, CA 95111  
Vineland Library, 1450 Blossom Hill Rd. San Jose, CA 95118  
West Valley Library, 1243 San Tomas Aquino Rd. San Jose, CA 95117  
Willow Glen Library, 1157 Minnesota Ave. San Jose, CA 95125

**For more information, please contact:**

**Lan Thao Nguyen  
(408) 535-4959**

**[Lanthao.nguyen@sanjoseca.gov](mailto:Lanthao.nguyen@sanjoseca.gov)**

**[Top of the Document](#)**

---

## San Jose Public Library

### Digital Bookmobile

#### Santa Teresa Branch Library and Kaiser Permanente San Jose Medical Center Host Hi-Tech Interactive Digital Bookmobile Visit



San José Public Library will host the Digital Bookmobile, an immersive download experience inside a 74-foot, high-tech tractor-trailer, on **Friday, March 19** from **10 a.m. to 4 p.m.** at the **Camino Verde Parking Lot** on the Kaiser Permanente San Jose Medical Center campus in South San Jose, in close proximity to the Santa Teresa Branch Library (290 International Circle). Readers of all ages are invited to try out digital downloading through interactive demonstrations and to experience San José Public Library's eBook, eAudiobook and eMusic download service at this free event. Library card holders can also check out and download digital titles any time, anywhere by visiting <http://overdrive.sjlibrary.org>. All that it requires is an active San José Library Card. Don't have one? Begin the process of getting one by completing the online application at [www.sjlibrary.org/freecard.htm](http://www.sjlibrary.org/freecard.htm). For information, call (408) 808-3068.

[Top of the Document](#)

~~~~~

From Trash to Treasures: Garden Art

Begin spring-cleaning this year with a new attitude and a keen eye for creative possibilities. Be inspired to give new life to landfill-destined items as art for your garden. Presented by the Master Gardeners of Santa Clara County. Free admission.

Saturday, March 20, 1-3pm
Room 257
Martin Luther King, Jr. Library
150 E. San Fernando St.
San Jose, CA 95112
(408) 808-2397

[Top of the Document](#)

~~~~~

---

## Sixth Annual Best Practices/Smart Start Conference

### Open Registration for the Sixth Annual Best Practices/Smart Start Conference *From Birth to Earth: Embracing Our Children & Our Environment*

Designed for early educators, childcare providers and parents interested in enhancing their skills and networking opportunities, registration to the Sixth Annual Best Practices/Smart Start Conference is now open to the general public.

**Saturday, March 20, 9 a.m. – 4 p.m. at Evergreen College**

This year's theme, "From Birth to Earth: Embracing Our Children & Our Environment" highlights the importance of connecting young children with the natural world around them. Research shows that experiences in the outdoors enhance a child's healthy development both physically and cognitively.

We are privileged to have Vice Mayor Judy Chirco present to welcome attendees and Juan Martinez, a member of the [Children & Nature Network/Natural Leaders Network](#) as our keynote speaker.

A sampling of topics and presenters includes:

- *Children, Nature and You: How We Can Help Our Children Grow and Thrive.* Diane Gordon & Roy Gordon, Hooked on Nature
- *Attitude, Gratitude and Welcoming: A Loving Approach to Sharing the Natural World with Our Little Ones.* Wendolyn Bird, Tender Trucks Tales and Children, Nature and You
- *Comida Organica Sustanciosa y Como Prepararla (How to Prepare Organic, Sustainable Food).* Rosa Maria Aguilera, Educator
- *Able and Out: Including Kids with Special Needs in the Great Outdoors.* Susan Larkin and Mouna Raad, Inclusion Collaborative
- *Going on a Nature Hunt... Indoors?* Laura Anderson-Santos, Children's Discovery Museum of San José
- *Toys Don't Grow On Trees: Teaching Children the Value of Money.* Gina Skyllas, San Jose Credit Union
- *The Child as A Natural Scientist.* Rosario Villasana-Ruiz, Lifeways & Luz de Maria Fernandez, Escuela Popular



The conference is presented in partnership with Santa Clara County Office of Education. Keynote and presentations will be bilingual (English/Spanish). For information and **FREE registration**, call (408) 808-2617.

[Top of the Document](#)

---

---

## Save the Date for the 22<sup>nd</sup> Annual San José Children's Faire!

Mark your calendar now for the San José Children's Faire, to be held **10:30 a.m. to 3:00 p.m.** on **Saturday, April 24** at **Discovery Meadow** (in front of the Children's Discovery Museum) in downtown San Jose. **"Going Wild with Nature: Adventures in Our Backyard"** is the theme for this year's annual event, which features family-oriented stage entertainment, special attractions, and activity booths offering hands-on activities for children, ages two to 12, in addition to information about education, child care, health and safety resources, creative arts and recreational programs. Check out the children's art displays, providing insight into the imagination and development of young children. The Faire— a free, one-day, outdoor festival highlighting April's "Month of the Young Child" celebration—is designed to link parents and caregivers of young children with community organizations that serve their needs.



Click [here](#) to view more photos from the 2009 San Jose Children's Faire

**Booth applications are currently being accepted through April 5** from local non-profits, community organizations, local government agencies and businesses that provide programs and services for families with young children. For details and application forms, visit [www.sjlibrary.org/services/early\\_care/moyc/events.htm](http://www.sjlibrary.org/services/early_care/moyc/events.htm). For information, call (408) 808-2617.

[Top of the Document](#)

---

## ***San Jose/Santa Clara Water Pollution Control Plant***



### **Community Advisory Group (CAG) Meeting**

*Providing a community perspective on the Plant Master Plan and serving as a conduit for public input for the residents and businesses in the Plant's eight-city service area.*

**Public invited: How will climate change affect your shoreline? Advisory Group to discuss impacts as part of master planning process for wastewater plant**

**When:** Thursday, March 11 from 6:00 – 8:00 p.m.

**Where:** Santa Clara Council Chambers - 1500 Warburton Avenue,  
Santa Clara, CA 95050

**Agenda:** <http://www.piersystem.com/go/doc/1823/487515/>

**Questions:** Kristen Yasukawa, [kristen.yasukawa@sanjoseca.gov](mailto:kristen.yasukawa@sanjoseca.gov), 408-975-2606

[Top of the Document](#)

---

---

## ***Tax Help Provided by Volunteer Income Tax Assistance***

### **Tax Help For Low Income, Disabled, Elderly and Limited English Speaking Persons Provided by Volunteer Income Tax Assistance (V.I.T.A.)**

- To qualify for free VITA tax help, your 2009 income must be less than \$49,000 for an individual.
- No appointments necessary -- unless stated. Customers will be served on a first come, first served basis.
- Volunteers are trained to prepare only basic 2009 Forms 1040EZ, 1040A or 1040 with Schedule A, B and California State Income Tax Returns only!
- Federal **and** State returns will be prepared at all sites. V.I.T.A. sites will NOT prepare State-only returns or Married filing separate returns.
- **You must bring the following income tax information:**
  1. Proof of identification
  2. Wage and earning statement(s) Form W-2, W-2G, 1099-R, from all employers
  3. Social Security Cards for you, your spouse and dependents and/or a Social Security Number verification letter issued by the Social Security Administration
  4. Birth dates for you, your spouse and dependents on the tax return
  5. Interest and dividend statements from banks (Forms 1099)
  6. Bank routing numbers and account numbers for Direct Deposit
  7. Other relevant information about income and expenses
  8. Total paid for daycare provider and the daycare provider's tax identifying number (the provider's Social Security Number or the provider's business Employer Identification Number)
  9. Current year's tax package if you received one
  10. A copy of last year's Federal and State returns if available
  11. To file taxes electronically on a married-filing-joint tax return, both spouses must be present to sign the required forms

If you have any questions, please call V.I.T.A. at **1-800-829-1040** or **1-800-906-9887**.

**[More Sites to help with your Taxes](#)**

[Top of the Document](#)

---