



Who and What is OFAC?

The Office of Foreign Assets Control (OFAC) of the U.S. Department of Treasury administers and enforces economic and trade sanctions against targeted foreign governments, individuals, entities and practices. OFAC acts under Presidential national emergency powers as well as authority granted by legislation, to impose controls or transactions and freeze assets under US jurisdiction.

OFAC has jurisdiction over individuals (US citizens, resident aliens, individuals physically located in the US) and corporations. OFAC maintains a listing on Specially Designated Nationals (SDN) of over 3,500 individuals and entities. The SDN listing should be utilized by a tribal casino along with their Bank Secrecy Act (BSA) compliance programs. Tribal casinos can access the SDN listing at www.treas.gov/ofac. The listing is updated frequently. OFAC also has a compliance hotline 1-800-540-6322.

When conducting financing, check cashing, opening accounts, fund transfers and foreign currency conversion, a tribal casino should check the SDN listing and must report any identified SDN to OFAC. The most frequent OFAC violations include processing transactions involving SDN's, processing wire transfers to/from sanctioned countries and relying on an out-of-date SDN list. Civil penalties can be and are used by OFAC if reported transactions with SDN's are identified as not reported.

As part of a tribal casino's ongoing compliance program, an evaluation of

1. the casino's customer base (stable or transient),
2. size/location of casino (near an international border), and
3. the products or financial services offered

should be used to evaluate risk of potential OFAC transactions or violations.



Double check the information obtained from the customer at the time of the transaction....

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ITG Annual Customer Satisfaction Survey Results

The Office of Indian Tribal Governments recently completed its seventh annual customer survey. The survey gave us feedback from our customers that allow us to measure customer satisfaction with our products and services and determine areas where we need to effect operational changes.

We want to thank everyone who participated. We received 211 responses, which was the highest total of any survey. We are pleased that the overall level of satisfaction has remained steady at 76%, but we will continually strive to reach higher levels of satisfaction. There were a number of issues that surfaced where we are undertaking actions to address concerns raised in the survey. This includes, but is not limited to:

- Utilize the regional consultation Listening meetings (four per year are scheduled in differing BIA regions) to explore concerns about horizontal equity
- Review areas where ITG scored relatively low, revisit the corresponding program/services relevant to those areas, and develop actions to implement methods to improve performance.
- Seek opportunities to do annual outreach/education seminars on Employment Tax issues on a regional basis.
- Try to determine the events resulting in the rapid rise and fall of the Navajo Chapter approval ratings.
- Review the effectiveness of the survey effort to determine what changes should be made for next year's survey.

This is the third survey where we have asked specific questions in regard to Compliance Checks and Examination interactions with ITG. Since examinations represent a significant percentage of the work done by ITG, we will focus extra efforts in regard to that specific feedback. One area where we will seek to affect remedies is in the area of "final resolution" which covers the discussions/presentation of the closing actions. This was an overall concern by tribes and the most significant concern in regard to examinations.

In the past few years, we have initiated significant outreach/education efforts for the Navajo Chapters and Alaska Villages. This was a direct response to the overall satisfaction ratings. ITG organized and conducted major payroll and information reporting educational seminars for tribal employees which greatly increased satisfaction among these groups in the past. This year, however, the Navajo Chapter satisfaction ratings have decreased in every category with overall satisfaction dropping from 64% to 50%. Rates are still holding steady in Alaska, moving from 82% to 81%. In comparison, ratings for the rest of the US have all increased in the past year. While Navajo customers are not yet to the satisfaction levels of other areas, continued specialized focus on these customers appears to be required in order to meet their needs.

In addition to the overall measures, we also looked at satisfaction by geographic area and by common themes within the survey. The table on the following page shows that analysis and compares the responses this year with the survey responses from the prior year.

Our web site at http://www.irs.gov/pub/irs-tege/itg_customer_satisfaction_survey_report_2009.pdf has a more complete report on the survey. We look forward to input at the ongoing Consultation Listening meetings to further assist in determining improvement opportunities. Future issues of ITG News will detail operational changes that we effect in response to the survey feedback.

Customer Satisfaction Survey Scores- by ITG Field Area

Eastern		North Central		Southwest		Western		Pacific Northwest		Alaska		Navajo Chapters	
2008	2009	2008	2009	2008	2009	2008	2009	2008	2009	2008	2009	2008	2009

Burden/ Delivery of Information

Satisfied	80%	89%	83%	88%	79%	73%	84%	82%	58%	67%	68%	73%	60%	49%
Neutral	16%	8%	13%	8%	10%	18%	11%	11%	27%	17%	21%	20%	18%	35%
Dissatisfied	4%	3%	4%	4%	10%	9%	6%	7%	15%	17%	11%	7%	21%	17%

Collaborate

Satisfied	60%	79%	70%	84%	63%	61%	79%	66%	39%	46%	63%	64%	52%	45%
Neutral	26%	14%	27%	11%	28%	23%	12%	18%	48%	32%	24%	25%	20%	38%
Dissatisfied	14%	7%	3%	5%	10%	16%	8%	16%	13%	22%	13%	12%	28%	17%

Recognition

Satisfied	78%	88%	90%	90%	63%	67%	75%	84%	48%	68%	70%	69%	59%	51%
Neutral	12%	11%	5%	5%	24%	33%	20%	8%	33%	24%	19%	24%	25%	37%
Dissatisfied	10%	1%	5%	5%	13%	0%	5%	7%	18%	8%	11%	6%	16%	13%

Protocol/ Horizontal Equity

Satisfied	74%	90%	87%	93%	78%	72%	83%	82%	54%	82%	75%	73%	70%	50%
Neutral	24%	9%	6%	7%	19%	28%	15%	12%	38%	10%	20%	23%	22%	40%
Dissatisfied	2%	1%	7%	0%	3%	0%	2%	6%	8%	8%	5%	4%	8%	10%

Accuracy/ Timeliness/ Honesty

Satisfied	64%	80%	69%	86%	55%	61%	70%	74%	28%	51%	59%	70%	55%	46%
Neutral	27%	18%	28%	10%	30%	33%	22%	15%	55%	36%	31%	25%	27%	34%
Dissatisfied	9%	2%	3%	4%	16%	6%	8%	12%	17%	13%	10%	4%	18%	20%

Overall Satisfaction

Satisfied	77%	82%	76%	90%	83%	71%	88%	87%	44%	50%	82%	81%	64%	50%
Neutral	18%	18%	24%	10%	8%	21%	6%	8%	31%	40%	13%	18%	29%	36%
Dissatisfied	5%	0%	0%	0%	8%	7%	6%	5%	25%	10%	4%	2%	7%	14%

Compliance Action - Overall Satisfaction

Satisfied	52%	93%	79%	73%	75%	81%	79%	74%	58%	53%	86%	63%	84%	67%
Neutral	14%	0%	11%	20%	25%	19%	16%	19%	26%	16%	14%	36%	9%	27%
Dissatisfied	33%	7%	11%	7%	0%	0%	5%	7%	16%	32%	0%	2%	7%	6%

Compliance Action - Initial Meeting

Satisfied	79%	95%	83%	100%	81%	89%	95%	91%	88%	92%	100%	67%	90%	74%
Neutral	18%	0%	17%	0%	6%	11%	5%	4%	8%	4%	0%	32%	10%	26%
Dissatisfied	4%	5%	0%	0%	13%	0%	0%	5%	4%	4%	0%	1%	0%	0%

Compliance Action - Subsequent Interactions

Satisfied	67%	88%	88%	85%	75%	79%	94%	84%	35%	74%	100%	57%	91%	71%
Neutral	22%	13%	6%	15%	17%	21%	6%	10%	55%	16%	0%	41%	7%	27%
Dissatisfied	11%	0%	6%	0%	8%	0%	0%	6%	10%	11%	0%	3%	2%	2%

Compliance Action - Final Resolution

Satisfied	87%	83%	67%	75%	50%	57%	87%	78%	67%	67%	100%	55%	72%	61%
Neutral	7%	17%	27%	0%	42%	43%	10%	14%	33%	6%	0%	42%	18%	39%
Dissatisfied	7%	0%	7%	25%	8%	0%	3%	8%	0%	28%	0%	3%	10%	0%

ITG Welcomes New Field Operations Manager

John Saltmarsh has been selected as Field Operations Manager for Indian Tribal Governments (ITG) Division. Although the position is new, John has been with ITG since its creation in 2000.

John brings thirty seven years of experience to his new position. John first began working for the Treasury Department as a revenue officer and later became a manager for the Small Business Self-Employed Division. John's interaction with tribal customers precedes the ITG Division. As early as 1996, John gained experience assisting tribes in California. Since John joined ITG in 2000, John has supervised ITG Specialists and worked with tribes located in several states.

ITG currently has five managers who supervise ITG Specialists throughout the United States. As the Field Operations Manager, John will oversee operational responsibilities such as answering managerial questions, reviewing employee evaluations, and conducting operational reviews. Operational reviews involve a thorough evaluation of each field group. Reviews require meeting with each group in order to analyze operations. One of John's goals is to attend a group meeting for each of the groups. Nevertheless, John, a self-described Jeffersonian, notes that, "ITG selects good people and trains them well, so there is no need to micro-manage employees."

Time is one of the biggest challenges facing John in his new position as he balances briefings, reports, and the dissemination of information to field groups. As the Field Operations Manager, John will also work on implementing future policy changes. John, in addition to performing these operational duties, is overseeing several ITG investment projects. These projects are an investment in the future of ITG, and they promote more effective operations. In response to the customer satisfaction survey, employment tax outreach is being revised. Moreover, an orientation program is being developed to assist new hires who have no prior IRS experience.

Although John has been absorbed with his new duties, he has still been involved in the revision of the ITG protocol course. Protocol is a priority and is considered a critical course for all new ITG employees. John compares protocol to the Two Row Wampum Belt. Protocol, like the Wampum Belt, "...emphasizes respect for tribes along their journey." Both Director Christie Jacobs and Field Operations Manager John Saltmarsh remain committed to the protocol education process.

When asked what issues are facing Indian Country today, John indicated that one of the greatest concerns is health care reform. This challenging and complex issue has wide ranging implications, and ITG Director Christie Jacobs must address the impact that any health care legislation has on tribes. While Director Jacobs travels to Washington to meet with legislators, John, as the Field Operations Manager, will oversee daily operations. Once legislation is enacted, John will play a role in implementing the policy changes that result.

The addition of the Field Operations Manager is the greatest change to the structure of the ITG Division since its creation. Despite this change in structure, there will be no change in the open-door policy ITG has towards both employees and tribes. Director Jacobs will still hold listening meetings and interact with tribal leaders. In John's words, "ITG will still have an open-door policy, but there will be one more door."

U.S. EPA OGD and OSBP Joint Initiative

Background

This cutting-edge program involves a multifaceted approach to provide Tribes, Trust Territories and Insular Areas with training in the proper management of EPA funds through assistance awards, and OSBP's new Disadvantaged Business Enterprise (DBE) Rule.

It is designed to provide assistance to present and future administrative personnel managing EPA Grants.

Project Goals

For Tribes, Trust Territories, Insular Areas and EPA:

- Provide training & limited technical assistance:
 - ⇒ To assist in the proper management of EPA funds provided through assistance awards.
 - ⇒ To help ensure EPA's regulatory requirements under the new DBE rule are successfully implemented in Indian Country during the 3-year phase-in period
- Provide ongoing training & support by establishing Tribal College Centers, to be self-sufficient by project end.
- Provide a trained National PETE technical team to deliver the training throughout the United States, Trust Territories and Insular Areas.

Training Centers

Tribal College Training Centers:



Leech Lake Tribal College
Cass Lake, MN



United Tribes Technical College
Bismarck, ND

Leech Lake Tribal College and United Tribes Technical College have been designated as Tribal Centers of Expertise in EPA Financial and Administrative Grants Management and the Disadvantaged Business Enterprise (DBE) Rule. They will provide:

- Training (face-to-face and online)
- Technical Support
- Assistance Call-in Centers

National PETE Training Center:



National PETE will serve as a third training 'hub', working to disseminate the training on the East Coast, out to Trust Territories and Insular Areas, and in other far-reaching areas of the country.

National PETE will provide:

- Face-to-Face Training
- Webinars
- Video Programs
- Web Courses
- Self-paced CD Training

Training Course

2 1/2-day inclusive training covers:

Module 1: How It All Starts: The Grant Application Process

Module 2: Assistance Agreement Awards

Module 3: Binding Agreements

Module 4: Grants Management

Module 5: Administrative System Components

Module 6: Financial System Requirements

Module 7: Accounting Policies and Procedures

Module 8: Source Documentation for Procurement and Purchasing

Module 9: Disadvantaged Business Enterprises (DBEs)

Module 10: Assistance Agreement Monitoring and Closeout



Owizdom
Interactive
Training

Course Integration

- Nationwide solicitation of Federally-recognized Tribal Community Colleges.
 - ◆ Integration of Material:
 - ⇒ In full
 - ⇒ Specific Modules
 - ◆ Six schools have been selected so far:
 - ⇒ Cankdeska Cikana Community College, United Tribes Technical College, Oglala Lakota College, Sinte Gleska University, Sitting Bull College and Little Priest Tribal College.

Will include:

- Goals & Objectives
- Training Details & Calendars
- Frequently Asked Questions
- Portal for Asking Questions
- Widespread Access for all
- Links to:
 - ◆ OGD and OSBP
 - ◆ Reference and Training Materials
 - ◆ Rules & Regulations
 - ◆ Points of Contact
 - ◆ Tribal College Centers
- **DBE Training:** Disadvantaged Business Enterprise Rule (DBE Rule):
 - ◆ Designed to help ensure small, minority & women-owned businesses are given the opportunity to benefit from and participate in procurements funded by EPA grants.
- National Dissemination of the DBE Rule, to assist in 3-year phase-in period
 - ◆ Two discrete training programs:
 1. 30-60 minutes
 2. 1-3 hours
- Tribal, Trust Territories, and Insular Area Communities will receive training, development, & outreach services regarding the new DBE Rule.
 - ◆ Face-to-Face Training
 - ◆ Webinars
 - ◆ Stand-alone CD Course

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U.S. EPA
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 Web: <http://epa.gov/osdbu/>

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 Mail Code: 3901
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 Web: <http://www.epa.gov/ogd/>



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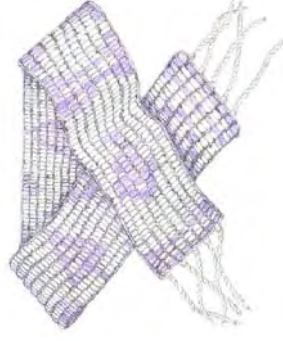
Phone: 207-771-9020
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The National Partnership for Environmental Technology Education



EPA Grants Management & Disadvantaged Business Enterprise Rule (Administrative and Financial Systems & DBE Rule)

Training & Technical Assistance Initiative for Tribes, Trust Territories and Insular Areas



Supported by EPA's Office of Grants and
 Debarment (OGD) and Office of Small Business
 Programs (OSBP)

Is a Council Member's or an Employee's Reimbursement for Business Travel ever Taxable?

Depending upon the type of travel policy your tribal government (employer) has, the business travel advance or reimbursement may or may not be taxable. There are two types of plans:

1. **Accountable Plans** - An accountable plan is not taxable to your Council Member or your employee. Amounts paid under an accountable plan are not wages and are not subject to income tax withholding and payment of social security and Medicare taxes.
2. **Nonaccountable Plans** - A nonaccountable plan is taxable to your Council Members or employees and is subject to all employment taxes and withholding.

Accountable Plans - (Nontaxable to your Council Member or employee). In order to qualify as an accountable plan, your reimbursement or allowance arrangement must require that your Council Members and employees meet all three of the following rules:

1. There must be a business connection to the expenditure. This means that the expense must be a deductible business expense incurred in connection with services performed as a Council Member or an employee. If not reimbursed by the employer, the expense would be deductible by the Council Member or employee on his/her 1040 income tax return.
2. There must be "adequate" accounting by the recipient within a reasonable period of time. This means that your Council Members and employees must verify the date, time, place, amount and the business purpose of the expenses. Receipts are required unless the reimbursement is made under a per diem plan.
3. Excess reimbursements or advances must be returned within a reasonable period of time. Reasonable depends upon facts and circumstances.

Amounts paid under an accountable plan are not wages and are not subject to income tax withholding and payment of social security and Medicare taxes.

A trip report (travel voucher) listing all the elements discussed above should be a part of your travel policy (and enforced) in order for your tribal government to meet a nontaxable accountable plan.

Nonaccountable Plans - (taxable to your Council Members/employees and subject to all employment taxes and withholding). Payments would be considered treated as paid under a nonaccountable plan if:

1. Your Council Member or employee is not required to or does not substantiate timely those expenses to you with receipts or other documentation (**If no trip report, then taxable**).
2. You advance an amount to your Council Member or employee for business expenses and your Council Member or employee is not required to and does not return timely any amount he or she does not use for business expenses (**If no trip report, then taxable**).

If expenses covered by this arrangement are not substantiated or amounts in excess of expenses are not returned within a reasonable period of time, the amount is treated as paid under a nonaccountable plan. This amount is then subject to income tax withholding and payment of social security and Medicare taxes for the first payroll period following the end of the reasonable period. Refer to [Publication 15](#) Employer's Tax Guide and Treasury Regulation 1.62 and 1.274.

Successful Pull Tab/Gaming Training

On February 23, 2010, the office of Indian Tribal Governments (ITG) sponsored a Pull Tab and Gaming workshop in Anchorage. The topics included State of Alaska gaming permit and licensing issues as well as statutes and regulations. Federal excise tax filing requirements (Forms 730 and 11-C) were also discussed.



Presenter for the workshop were Diane Nesvick (ITG Specialist) and Joe Koss (State of Alaska Department of Revenue).

Thirty-one individuals representing twenty-one tribes, five cities, and two nonprofit organizations were in attendance.

Feedback was very favorable. Question and answer interaction between the class and Mr. Koss was very valuable. Response to his presentation was very enthusiastic. Many of the attendees took extra handouts to share with other gaming operations in their villages.

Attendees at February 23 Pull Tab/Gaming Workshop.

Annual Employment Tax Training in Anchorage

The office of Indian Tribal Governments (ITG) held three different Employment Tax Workshops in the Anchorage office of the Internal Revenue Service. Originally, a single 2½-day class was offered for March 30 - April 1. The response was so great that the class filled up quickly. A second class was then offered for April 6th, 7th, and 8th.

Along with another IRS division [Federal, State, and Local Governments (FSLG)], we offered a third class on April 13th, 14th, and 15th for both city and tribal governments.

Half-day sessions for pull tab and bingo issues were also offered. ITG Specialist Diane Nesvick and Joe Koss from the State of Alaska presented the pull tab session.



Attendees at March 30 - April 1 Employment Tax Workshop.

Training continued...

Over the three different sessions, eighty-four (84) individuals attended. From these eighty-four attendees:

- thirty-six different tribal governments were represented by 52 attendees.
- twelve cities (18 attendees),
- four nonprofits (8 attendees),
- State of Alaska (2 attendees), and
- the IRS (4 attendees).

	-----Breakdown of Attendees-----					
	Attendees	Tribal	City	Nonprofit	State	IRS
Class I	28	22	0	6	0	0
Class II	30	20	3	2	1	4
Class III	26	10	15	0	1	0
Total	84	52	18	8	2	4

Feedback from the participants was very favorable. ITG Specialists Mary Jo Audette and Judy Pearson presented the workshop and covered topics that included:

- Defining Employees vs. Independent Contractors
- Computing the correct taxes for payroll
- Completing Form 941 Quarterly Employment Tax Return
- Making federal tax deposits
- Due Dates on Tax Returns
- Completing Forms W-2/W-3 and 1099/1096
- Reconciling Forms 941 and W-2 at year end
- Avoiding penalties
- Meeting rules for an Accountable Plan for Per Diem & Travel Reimbursements
- Pull tab and gaming excise tax filing requirements

The State of Alaska Department of Labor and Workforce Development provided two guest speakers who discussed employment issues related to State of Alaska filing requirements and online filing.



Attendees at April 6, 7, 8 Employment Tax Workshop.



Attendees at April 13 - 15 Employment Tax Workshop.



Presenter and attendees at March 30 - April 1 Employment Tax Workshop.

New Legislation Includes Benefits for Tribes

As we go to press with this newsletter, several items of legislation have just been passed which include significant benefits for Tribes.

Both the HIRE Act and the Patient Protection and Affordable Care Act contain provisions applicable to Tribes.

The IRS is working to get these provisions implemented. We will place information on our website as specifics become available.

Please keep checking www.irs.gov/tribes for updates.

Update on Homebuyer Credit

New legislation extended the deadlines for purchasing a home and expands the first-time homebuyer credit to include long-time homeowners buying a replacement residence. Form 5405 is used to claim the credit. The new law also requires that a copy of a properly executed settlement statement be attached to the return. In locations where signatures are not required on the settlement statement, the IRS encourages the buyer to sign the settlement statement prior to attaching it to the tax return even in cases where the settlement form does not include a signature line. Although the IRS will accept a settlement statement if it is complete and valid according to local law, signing the settlement statement before sending it in with the return may prevent delays.

If you bought a mobile or modular home and are unable to get a settlement statement, you should include a copy of the executed retail sales contract showing all parties' names, property address, purchase price and date of purchase. Purchasers of newly constructed homes where a settlement statement is not available should include a copy of the certificate of occupancy showing the owner's name, property address and date of the certificate.

Taxpayers claiming the homebuyer's credit for long-time residents should also attach a signed settlement statement, or the other verification described above. In addition, the IRS recommends attaching any of the following documentation of the five-consecutive-year ownership period:

- Form 1098, Mortgage Interest Statement, or substitute mortgage interest statements,
- Property tax records or
- Homeowner's insurance records.

For more information on this credit, see the instructions for Form 5405, or go to www.irs.gov.

Haiti Relief Donations Made Before March 1 Qualify for 2009 Deduction

People who give to charities providing earthquake relief in Haiti can claim these donations on their 2009 tax return. Taxpayers who itemize deductions qualify for this special tax relief provision. Only cash contributions made to these charities after Jan. 11, 2010, and before March 1, 2010, are eligible. This includes contributions made by text message, check, credit card or debit card. The new law only applies to cash (as opposed to property) contributions. The contributions must be made specifically for the relief of victims in areas affected by the January 12 earthquake in Haiti. Taxpayers have the option of deducting these contributions on either their 2009 or 2010 returns, but not both.

For more information, go to www.irs.gov.

Making Work Pay Credit – avoid common errors

People receiving Social Security, Railroad Retirement, or Veterans disability benefits received a \$250 Economic Recovery payment earlier this year. When completing your 2009 tax return, you will need to know if you received this payment in order to correctly complete Line 10 of Schedule M, Making Work Pay and Government Retiree Credits. If Line 10 is not correct, it will cause an electronic filing reject, or a delay in processing your tax return.

If you were receiving payments from Social Security (including SSI), Railroad Retirement or Veterans Administration during November 2008, December 2008 or January 2009 you should have received the Economic Recovery Payment (ERP). If you're not sure, you should contact the paying agency before filing your tax return:

Agency Issuing the ERP	Type of Payment Received: If you received:	Phone Number	Other Comments
Social Security Administration	Social Security Benefits or Supplemental Security Income (SSI)	1-800-772-1213 (say "agent", then say "personal" and tell the agent the call is in reference to "Economic Recovery Payment" for quicker service.	One-time payment sent in May separate from monthly SS check (paper and electronic) Payment will not show on 1099 SSA statement.
Department of Veterans Affairs	Disabled Veterans Benefits	1-800-827-1000	Payments delivered between June and August.
Railroad Retirement Board	Railroad Retirement Benefits	1-877-772-5772 (then push 0 to be connected to local office)	TP should review bank statements between May and August. They will look up the payment. Callers must have their RRB number

The IRS has also developed the "Did I Receive an Economic Recovery Payment?" look up tool which gives taxpayers an easy way to determine if they received the one-time ERP payment and which agency made the payment. Beginning March 8, 2010, taxpayers can call 866-234-2942 to access the phone application. The Web application will be available in late March on IRS.gov.

Tax Tools for Tribes

You can order our comprehensive reference CD-ROM containing Publication 4268 (Employment Tax Guide for Tribes), Publication 3908 (Gaming Tax Law for Indian Tribal Government), Publication 15 (Employer's Tax Guide), Publication 15-A (Employer's Supplemental Tax Guide), ITG News issuance for your area for the last 8 quarters, a "primer" for federal tax issues affecting individual Native Americans, and a guide on "Helpful Hints to Avoid Penalties." E-Mail us at ITG.TaxTools@irs.gov and provide your mailing address and the number of CD-ROM copies you would like to receive.

Oops! Errors to Avoid at Tax Time

Errors made on tax returns may delay the processing of your tax return, which in turn, may cause your refund to arrive later. Here are nine common errors the IRS wants you to avoid to help guarantee your refund arrives on time.

1. Incorrect or missing Social Security Numbers. When entering SSNs for anyone listed on your tax return, be sure to enter them exactly as they appear on the Social Security cards.
2. Incorrect or misspelling of dependent's last name. When entering a dependent's last name on your tax return, ensure they are entered exactly as they appear on their Social Security card.
3. Filing status errors. Make sure you choose the correct filing status for your situation. There are five filing statuses: Single, Married Filing Jointly, Married Filing Separately, Head of Household, and Qualifying Widow(er) With Dependent Child. See Publication 501, Exemptions, Standard Deduction, and Filing Information to determine the filing status that best fits your needs.
4. Math errors. When preparing paper returns, review all math for accuracy. Remember, when you file electronically, the software takes care of the math for you!
5. Computation errors. Take your time. Many taxpayers make mistakes when figuring their taxable income, withholding and estimated tax payments, Earned Income Tax Credit, Standard Deduction for age 65 or over or blind, the taxable amount of Social Security benefits, and the Child and Dependent Care Credit.
6. Incorrect bank account numbers for Direct Deposit. If you requested direct deposit for a refund, be sure to review the routing and account numbers for your financial institution.
7. Forgetting to sign and date the return. An unsigned tax return is like an unsigned check – it is invalid.
8. Incorrect Adjusted Gross Income information. Taxpayers filing electronically must sign the return electronically using a Personal Identification Number. To verify their identity, taxpayers will be prompted to enter their AGI from their originally filed 2008 federal income tax return or their prior year PIN if they used one to file electronically last year. Taxpayers should not use an AGI amount from an amended return, Form 1040X, or a math error correction made by IRS.
9. Claiming the Making Work Pay Tax Credit. Taxpayers with earned income should claim the Making Work Pay Tax Credit by attaching a Schedule M, Making Work Pay and Government Retiree Credits to their 2009 Form 1040 or 1040 A. Taxpayers who file Form 1040-EZ will use the worksheet for Line 8 on the back of the 1040-EZ to figure their Making Work Pay Tax Credit. The credit is worth up to \$400 for individuals and \$800 for married couples filing jointly. Many people who worked during 2009 are slowing down the processing of their tax return by not properly claiming this credit.

Need to Correct a Tax Return Already Filed?

If you discover an error after your return has been mailed, you may need to amend your return by filing Form 1040X. The service center may automatically correct math errors on a return. If this happens, you'll receive a "math error" notice from the service center, and do not need to take further action.

However, you should file an amended return if your filing status, income, deductions or credits need to be corrected after your original return is processed. This can happen because you received another Form W-2 or Form 1099 after your return was filed, or because you discovered that you were eligible for credits like the Earned Income Tax Credit or the First Time Homebuyer Credit.

Use Form 1040X to correct any tax year's return. This form has a new design for 2009, which shows only the corrected amounts for key figures from your tax return. To re-calculate your tax, you may want to note the corrected figures in the margin of your original tax return, or you can download the old year's forms, instructions and tax tables from www.irs.gov. You can also obtain tax forms by calling 1-800-829-3676.

You don't need to send in a whole new return along with your Form 1040X, but you must attach copies of any forms or schedules that are being changed as a result of the amendment, required documentation, and any Form(s) W-2 or other documents showing withholding that were received after the original return was filed. For example, if you are amending your 2009 tax return to claim the First Time Homebuyer Credit, you would need to send in the Form 1040X, as well as the completed 2009 Form 5405, First Time Homebuyer Credit, and a copy of the signed settlement statement from the sale.

Normal processing time for Forms 1040X is 8 to 12 weeks from the IRS receipt date. Amended returns cannot be filed electronically.

If you are amending your 2009 return, the correct amount of tax must be paid by the due date of the return, April 15, 2010, to avoid any interest charges. For returns amended after their due date, interest will be charged from the due date of the return. Penalties may also apply.

If you are due a refund from your amended return, IRS must receive your Form 1040X within 3 years of the due date of the tax return, or 2 years from the time the tax was paid – whichever is later. For example, you discover that you could have claimed the Earned Income Credit on your 2006 tax return, which would have been due April 15, 2007. In order to receive the refund, your amended return must be received within 3 years, or by April 15, 2010. The time limit for filing Form 1040X can be suspended for certain people who are physically or mentally unable to manage their financial affairs. For details, see Pub. 556, Examination of Returns, Appeal Rights, and Claims for Refund.

Message from the Director

Treasury Consultation Update

I want to use my space in this newsletter to give you an update on the actions the Treasury Department is taking to develop a tribal consultation policy in response to the President's Memorandum last November. The Treasury Department policy will govern all of the agency's Bureaus, which includes the IRS.

The Treasury Department has conducted a series of telephone calls to gain tribal input into the development of a new consultation policy. They submitted the required action plan to OMB and have begun to execute on that plan.

For example, officials have met with regional and national tribal groups and recently held their first-ever video conference with tribes. In addition, they have set up a dedicated email address for tribes to send feedback directly to those working to develop the new policy. That address is tribal.consult@do.treas.gov. I encourage you to send them your thoughts about the IRS and other Bureaus of the Treasury. It is Treasury's goal to have the new policy in place by August 2010.

Treasury also has a new link on their website dedicated to Tribal Policy. That link appears on the bottom left side of the main Treasury page www.treasury.gov. Updates and resources related to consultation and other economic efforts in Indian Country will appear at this site.

Many tribal leaders and members have taken the time to give feedback to Treasury on what is necessary to have a workable and meaningful consultation process that will take into account IRS matters. I know tribal resources are spread thin as every agency is asking for similar information. I would like to thank those of you who have invested time and resources into participating and responding to those efforts.

Christie Jacobs

Reporting Abuses/Schemes

We continue to work with tribes and tribal officials to address financial abuses and schemes being promoted in Indian country. Working together can help ensure the integrity of tribal finances and eliminate the threats posed by individuals with schemes that appear "too good to be true" and often are. If you are aware of financial impropriety or of a promoter advocating a scheme that appears highly suspect, you can contact the ITG Abuse Detection and Prevention Team at (503) 326-6608 or via e-mail at fege.itg.schemes@irs.gov.

Federal Tax Calendar for Second Quarter 2010

April 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 * Make a deposit for 3/27-3/30	3
4	5	6	7 * Make a deposit for 3/31-4/2	8	9 * Make a deposit for 4/3-4/6	10
11	12 Employees report March tip income to employers if \$20 or more	13	14 * Make a deposit for 4/7-4/9	15 ** make a deposit for March if under the monthly deposit rule	16 * Make a deposit for 4/10-4/13	17
18	19	20	21 * Make a deposit for 4/14-4/16	22	23 * Make a deposit for 4/17-4/20	24
25	26	27	28 * Make a deposit for 4/21-4/23	29	30 * Make a deposit for 4/24-4/27	

File Form 941
1st 2010 quarterly return

Form 730 for wages
received during
March

May 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5 * Make a deposit for 4/28-4/30	6	7 * Make a deposit for 5/1-5/4	8
9	10 Employees report April tip income to employers if \$20 or more	11	12 * Make a deposit for 5/5-5/7	13	14 * Make a deposit for 5/8-5/11	15
16	17 ** make a deposit for April if under the monthly deposit rule	18	19 * Make a deposit for 5/12-5/14	20	21 * Make a deposit for 5/15-5/18	22
23/ 30	24/ 31 Memorial Day	25	26 * Make a deposit for 5/19-5/21	27	28 * Make a deposit for 5/22-5/25	29

* = Make a Payroll Deposit if you are under the semi-weekly deposit rule.

16 NOTE: Deposits made through EFTPS must be initiated at least one day prior to the due dates listed above in order to be timely.

June 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 * Make a deposit for 5/26-5/28	3	4 * Make a deposit for 5/29-6/1	5
6	7		9 Make a deposit for 6/2-6/4	10 Employees report May tip income to employers if \$20 or more	11 * Make a deposit for 6/5-6/8	12
13	14	15 ** make a deposit for May if under the monthly deposit rule	16 * Make a deposit for 6/9-6/11	17	18 * Make a deposit for 6/12-6/15	19
20	21	22	23 * Make a deposit for 6/16-6/18	24	25 * Make a deposit for 6/19-6/22	26
27	28	29	30			

File Form 730 for
wagers received
during April

File Form 730 for
wagers received during
May on June 30

* = Make a Payroll Deposit if you are under the semi-weekly deposit rule. NOTE: Deposits made through EFTPS must be initiated at least one day prior to the due dates listed above in order to be timely.
 **= Make a Monthly Deposit if you qualify under that rule.

Return Filing Dates

April 30th

- > File Form 941 for the 1st quarter of 2010. If all deposits were paid on time and in full, file by May 10th.
- > File Form 730 and pay the tax on applicable wagers accepted during March 2010.

June 1st

- > File Form 730 and pay the tax on applicable wagers accepted during April 2010.

June 30th

- > File Form 730 and pay the tax on applicable wagers accepted during May 2010.

July 1st

- > File Form 11-C to register and pay the annual tax if you are in the business of taking wagers.
- > Remind Pull-Tab sellers that they also have to file Form 11-C to register and pay this annual tax as “agents.”

Form 11-C
due
July 1st

Indian Tribal Government (ITG) Specialists for Alaska

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