

## **Request for Proposals (RFP)**

### **Volunteer Income Tax Assistance (VITA) Support Fund**

Issued by Prosperity Now, in collaboration with the Wells Fargo Foundation

#### **Purpose**

Prosperity Now, in collaboration with the Wells Fargo Foundation, invites proposals from certified Volunteer Income Tax Assistance VITA programs during the 2026 tax season. The VITA program provides no-cost basic tax preparation to individuals who generally make \$64,000 or less, persons with disabilities, and those with limited English proficiency who need assistance preparing their own tax returns. Prosperity Now and the Wells Fargo Foundation will announce the grant recipients on February 17, 2026.

#### **Background**

VITA programs play an important role in helping eligible individuals file accurate returns, understand their tax obligations, and avoid unnecessary fees. IRS-certified volunteers offer no-cost tax preparation and electronic filing, providing a trusted service that helps households claim the refunds and credits they qualify for. Through this national funding opportunity, Prosperity Now and the Wells Fargo Foundation will distribute \$200,000 to strengthen VITA operations for the 2026 filing season. The goal is to expand access to no-cost tax preparation, support volunteer and staffing needs, enhance service delivery, and help organizations reach individuals who may face barriers to receiving assistance.

#### **Available Funding**

A total of \$200,000 is available. Individual grants will range from \$5,000 to \$20,000 per organization, depending on organization's size based on demonstration of need and proposed use of funds.

#### **Eligibility Requirements**

Eligible applicants must be IRS-certified VITA sites or partner organizations that directly support VITA operations. Programs must provide no-cost basic tax return preparation to individuals who generally make \$64,000 or less, people with disabilities, and those with limited English proficiency who need assistance preparing their own tax returns. Organizations of all sizes and locations within the United States are eligible to apply.

## Proposal Requirements

Applicants must provide the following information to be considered:

### 1. Organizational Overview

Describe your mission, history, and commitment to providing no-cost basic tax return preparation. Include an overview of your VITA operations, volunteer recruitment and training, quality review processes, and relevant certifications.

### 2. Operational Plan

Outline how grant funds will support the 2026 filing season. Include details on staffing and volunteer engagement, service hours and locations, outreach strategies, accessibility considerations, and any planned enhancements.

### 3. Budget

Provide a clear budget showing how requested funds will be used, along with information about other funding sources supporting VITA work, if applicable.

### 4. Expected Outcomes

Estimate how many individuals you expect to serve, the projected number of tax returns to be prepared, and anticipated refund and credit totals. If applicable, describe additional services offered, such as financial education or referrals to safe financial products, along with your methods for tracking and reporting outcomes.

## Evaluation Criteria

Proposals will be evaluated based on:

- IRS VITA certification status
- Demonstrated financial or operational need
- Clarity and feasibility of the operational plan
- Organizational capacity to deliver accurate, accessible, and timely no-cost tax preparation
- Strength of outreach to eligible taxpayers
- Expected reach and anticipated outcomes
- Transparency and appropriateness of the proposed budget

## Timeline

- **RFP Release:** January 13, 2026
- **Application Deadline:** January 27, 2026



- **Award Announcement:** February 17, 2026
- **Final Report Due:** July 31, 2026

### **Submission Instructions**

Applications must be submitted electronically via Qualtrics Survey by January 27, 2026.

### **[Submission Form](#)**

For questions, contact: [programs@prosperitynow.org](mailto:programs@prosperitynow.org)

### **Reporting Requirements**

Awardees must submit a final report by July 31, 2026. Reports should include:

- Number of individuals served
- Number of federal and state returns completed
- Total refund amounts
- Total federal tax credits claimed
- A brief narrative describing key successes, challenges, and notable practices

Prosperity Now may use reported information, in aggregate, to support field learning and future programming.