



*Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance*

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**Online Guide Transmittal 2015-73
December 21, 2015**

To: Department of Transitional Assistance Staff
From: *AOS* Anne O'Sullivan, Assistant Commissioner for Change Management
**Re: Earned Income Tax Credit (EITC), Child Tax Credit (CTC),
Massachusetts Earned Income Credit (EIC) and Child Care Mailing**

Overview

In January 2016, the Department will issue the annual Earned Income Tax Credit (EITC), Child Tax Credit (CTC), Massachusetts Earned Income Credit (EIC) and child care assistance informational mailing.

The mailing is being sent to all active TAFDC clients, certain former TAFDC clients whose cases closed on or after January 1, 2015 and all active SNAP cases, excluding SNAP cases receiving TAFDC.

The purpose of the mailing is to encourage clients and certain former clients who are employed or who become employed to:

- file federal and Massachusetts taxes and claim the EITC and EIC credits;
- claim child tax credits, if qualified, when they file; and
- take advantage of child care assistance, if eligible.

Purpose

This Online Guide Transmittal advises DTA staff about the:

- scheduled EITC/CTC/EIC and child care assistance mailing; and
- EITC/EIC update for the TAFDC Orientation PowerPoint.

**Orientation
PowerPoint
Update**

Each January, the orientation PowerPoint presentation slide which contains EITC/EIC information is updated with the new EITC/EIC figures provided by the Internal Revenue Service (IRS) for the current tax filing year.

DTA uses the EITC/EIC figures to demonstrate to TAFDC applicants and clients how their yearly income will increase by going to work and claiming the EITC/EIC, when eligible.

The PowerPoint update will occur on January 4, 2016.

**BEACON Online
Guide Page**

For complete information on the annual EITC/EIC and child care assistance mailing, see the Online Guide:

Topic: Scheduled Mailings/Projects

Book: EITC/CTC/EIC & Child Care Mailing

Questions

If you have any questions, please email the DTA Mailbox.
Systems questions should be directed to the Systems Support Help Desk.
