

## ACC 366P/384 – Accounting Practicum Monday Class Schedule

### Notes:

(1) **This schedule is subject to change at any time.** I will post updated schedules on Canvas and notify you via e-mail if there is a change. You are responsible for keeping up with all changes to this schedule.

(2) Training and certification will take about 22 hours. **The training is required** even if you have participated in the program and passed the test in the past. Tax laws change all the time.

Monday, January 9<sup>th</sup>

**\* Register as a Tax Help Volunteer by clicking on the following link: [LINK](#)**

### **Week 1 - Monday, January 9 Mandatory attendance**

Syllabus and Policies: Ameera Sahal and Miller Wilbourne with Foundation Communities  
Volunteer registration for Foundation Communities must be completed before this class.

**Week 2 – Wednesday, January 18 Virtual (Zoom) Session and recorded session to Canvas Q&A Forum:** This session is intended to address any questions that have arisen during training or testing.

Zoom Meeting

<https://us06web.zoom.us/j/86318065050>

### **Week 3 – Monday, January 23 Mandatory attendance**

Speaker Organization: Foundation Communities

Speaker: Walter Moreau, Executive Director

The Tax Help locations you are volunteering with are part of a larger charitable organization: Foundation Communities. This presentation will address an overview of Foundation Communities, their major programs, how federal tax policy is used to support affordable housing, and other tax laws associated with housing.

*For all speakers including Mr. Moreau group leaders should meet with your group for the first 30 minutes of class. During the group meeting time, group leaders should encourage group members to ask any questions that have arisen concerning training or testing. The group should also prepare questions to ask during the session about the Foundation Communities, their mission and their activities. The Foundation Communities presentation will begin immediately after your group meeting at 4:00/4:15pm*

Friday, January 27<sup>th</sup>

**\* Tax Training and IRS Certification Due**

**Week 4** - Monday, January 30      **Mandatory attendance.**  
Review Session and Q&A Forum: Foundation Communities Volunteer Trainers  
Foundations Communities training on Self-Employment Income and Education Credits

**Week 5** – Monday, February 6    **Mandatory attendance (in person).**  
Speaker Organization: Internal Revenue Service – Criminal Investigation  
Speaker: Michael Morris

Internal Revenue Service Criminal Investigation is tasked with investigating criminal violations of the Internal Revenue Code, Money Laundering Act, Bank Secrecy Act, and related financial statutes. In short, this includes tax evasion, money laundering, evading bank reporting requirements (Currency Transactions Reports, etc.), and terrorist financing. The speaker will discuss general program areas with a sprinkling of case examples and investigative techniques. Please visit [www.irs.gov/compliance/enforcement/index.html](http://www.irs.gov/compliance/enforcement/index.html) for a general overview of the organization

**Week 6** - Monday, February 13    Cancelled  
*GET THOSE VOLUNTEER HOURS!!!!*

**Week 7** - Monday, February 20    Cancelled

*\*February 28      MUST HAVE COMPLETED 20 HOURS OF COMMUNITY SERVICE*

**Week 8** - Monday, February 27      Cancelled

**Week 9** – Monday, March 6    **Deadline for Thesis paper election (versus additional 8 hours of volunteering)**

Group Leaders to meet with groups to discuss and work on thesis papers

In today's class we will:

1. Discuss the thesis paper requirements and expectations
2. Work in our groups to help each other generate thesis paper topic ideas
3. Group Leaders to ensure topics are within guidelines
4. Start outlining each group member's main arguments for their thesis paper

**Week 10** - Monday, March 13    SPRING BREAK – NO CLASS

**Week 11** – Monday, March 20      Cancelled

**Week 12** - Monday, March 27      **Mandatory attendance.**  
Speaker Organization: PeopleFund  
Speaker Organization: Gustavo Lasala, Chief Executive Officer

This session will explore promoting financial opportunity and stability in low-income communities through supporting small businesses, home-ownership, and good economic policies for lower income individuals. Please visit [www.peoplefund.org](http://www.peoplefund.org) and [www.opportunityfinance.net](http://www.opportunityfinance.net) for more information.)

**Friday, March 31st**

**Thesis Topic Approval by Team Leaders**

**\*March 31<sup>st</sup> -MUST HAVE COMPLETED 20 HOURS OF COMMUNITY SERVICE (doesn't include February hours) FROM MARCH 1-MARCH 31**

**Week 13 – Monday, April 3 Mandatory Attendance**

Speaker Organization: Mobile Loaves and Fishes

Speaker: Ed Travis

Ed Travis of Mobile Loaves and Fishes (mlf.org) will be our guest speaker this week. MLF provides a variety of services to address homelessness in Austin. Its volunteers deliver food to the streets of Austin in their food trucks, which go out many times each week; it has a microenterprise program, which allows homeless and formerly homeless people to earn money; and it offers affordable housing for the chronically homeless through its Community First program.

**Week 14 – Monday, April 10 Mandatory attendance. Significant Impressions Day–**

**\*Significant Impressions Paper Due by class time\***

Participants will share with their team, then with the class, the three most significant impressions of their volunteer experience

**Week 15 – Monday, April 17 NO CLASS**

**\*April 18- MUST HAVE COMPLETED 15 HOURS OF COMMUNITY SERVICE BETWEEN APRIL 1 AND APRIL 18 (doesn't include February or March hours)\***

**Friday, April 21th Deadline for submitting your optional thesis to Canvas, by Noon. (only optional if you have done 8 additional volunteer hours)**

**Friday, April 28<sup>th</sup> Thesis Grading due to TA by noon**

Cheat sheet for the weekly deadlines:

Day of class, 3:00 PM Undergraduate Students  
Submit Speaker Write-ups to group leaders

End of class Graduate Students  
Hand in lesson plan to me

Day of class, 11:59 PM Graduate Students  
E-mail undergraduate's Speaker Write-up and daily grades to Nathan Huang, TA. Nathan will post to Canvas.