INTRODUCTION

Schedule Overview
Link and Learn Taxes System Data

Additional Background Information
Link and Learn Taxes is a self-paced e-learning training system. The training provides links to resource materials and practice tests that introduce volunteer learners to the major components of the tax return preparation process. It prepares volunteers to successfully assist taxpayers in satisfying their tax responsibilities, understand tax law and the tools available to assist in preparing and filing accurate tax returns.

Overall Recommendation
I recommend approval of the attached schedule.

APPRAISAL
Item 1: Link and Learn Taxes System Data
Proposed Disposition: Temporary
Appropriateness of Proposed Disposition: Appropriate.
Appraisal Justification:
* Has little or no research value. This item covers tax return training and training certification-related records.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability.
Media Neutrality: Approved.

Andreea Vlaicu
Appraiser