



STATE OF OKLAHOMA  
OFFICE OF PERSONNEL MANAGEMENT

*"Serving Equal Opportunity Employers"*

**OPM 03-10**

**DATE:** March 5, 2003  
**TO:** All Appointing Authorities  
**FROM:** Oscar B. Jackson, Jr., Administrator and  
Cabinet Secretary of Human Resources and Administration  
**RE:** **Earned Income Tax Credit**

The Earned Income Tax Credit (EITC) is a credit for lower-income individuals and families. Congress originally approved the tax credit legislation in 1975 in part to offset the burden of Social Security taxes and to provide an incentive to work. The credit reduces the amount of federal tax owed and can result in a refund check.

According to 2000 IRS tax return data for Oklahoma City, 51% of filing taxpayers were eligible for the credit. The IRS estimates that approximately \$18.5 million in refunds were not received in Oklahoma City due to lack of knowledge of the program. If all of those eligible took advantage of the EITC, over \$86 million would be paid to our working citizens in Oklahoma City.

The City of Oklahoma City is supporting efforts by the IRS to increase public awareness and use of the EITC, focusing on:

- Assisting the IRS in working with local businesses, education and non-profit organizations;
- Providing information to the community at large;
- Providing information to persons in targeted lower-income neighborhoods; and
- Providing information to City of Oklahoma City employees

The Oklahoma Office of Personnel Management (OPM) is joining the City of Oklahoma City in support of IRS efforts. Attached is additional information and an EITC eligibility checklist that will be distributed to OPM employees. Please feel free to copy this information for use in your respective agencies.

Information about the Earned Income Tax Credit and free Volunteer Income Tax Assistance (VITA) sites may be accessed at [www.irs.gov](http://www.irs.gov). For additional information about local VITA sites and flyers/handouts to post in your agencies, please access [www.workforceokc.org](http://www.workforceokc.org).

Attachments

*"We serve the people of Oklahoma by delivering reliable and innovative  
human resource services to our partner agencies to achieve their missions."*