



DATE: May 16, 2016  
TO: MTC Taxpayer Outreach Project Team  
FROM: Elizabeth Harchenko  
SUBJECT: Discussion Draft – Taxpayer Outreach Process

Here is a draft for you to review with small groups of individuals from organizations representing taxpayers or practitioners. The idea is to get feedback from the audiences that the process is intended to serve.

#### Questions to ask

- Does this process look like it would be useful to taxpayers; practitioners and organizations that represent them?
- What could be improved?
- Is there anything that could be added to make the process work better?

#### **Purpose**

The purpose of this process is to provide a way for multistate taxpayers and practitioners who represent multistate taxpayers to identify for the Multistate Tax Commission state tax administrative or policy issues that need a multistate solution.

#### **Contact Process**

There will be three ways in which taxpayers and their representatives can contact the MTC to suggest multistate tax issues for resolution at any time.

- Through the MTC web site – there will be an option for anonymous submission
- By directly contacting the MTC Executive Director
- During regularly scheduled meetings of MTC committees

#### **Annual Outreach**

At least once a year, the MTC will contact organizations that represent multistate taxpayers or practitioners who represent multistate taxpayers. The annual outreach will solicit suggestions of state tax administrative or policy issues that need a multistate solution. The annual outreach solicitation will direct organizations, taxpayers and practitioners to submit issues through the MTC web site or by contacting the MTC Executive Director.

Any organization may ask to be included in the annual outreach communication. At a minimum, MTC will contact COST, TEI, and appropriate committees of the ABA and AICPA that are concerned with state and local taxation. MTC may also contact accounting firms or law firms that have significant state and local tax practices.

### **Issue Consideration**

The MTC Executive Director will review issues as they are submitted. The Executive Director may assign an issue to MTC staff or to a committee for formal or informal resolution, or submit the issue to the MTC Executive Committee for a decision on whether to address the issue and how it should be addressed.

For any issue that is accepted for consideration, the MTC Executive Director will provide information to the public about the nature of the process for addressing the issue, and how interested persons may participate in that process.

The MTC Executive Director will report regularly to the MTC Executive Committee on issues that have been submitted. The report will include the status of issues that are under consideration, and describe the disposition of issues that are resolved.

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