

Maximize Tax Credit Potential, Streamline New Employee Onboarding With the MAXIMUS Portfolio of Employer Services

Employer Hiring Tax Credits, Location Benefits, Electronic I-9 Services, E-Verify

MAXIMUS has an extensive history of working with employers and administering the Work Opportunity Tax Credit (WOTC) that began in 1978. We have processed federal, state and local tax incentives in all 50 states, helping businesses realize incentives of up to 25 percent of total project costs. MAXIMUS Tax Credit and Employer Services provides your business with a customized process to meet your employment needs while maximizing your tax credit potential.

Tax Credit Services

Work Opportunity and Welfare-to-Work Tax Credits

MAXIMUS assists employers with processing their new hires through the WOTC program, a federal hiring incentive for organizations to employ individuals from specific targeted groups, including veterans, individuals with disabilities, individuals unemployed for more than 27 weeks, and Temporary Assistance for Needy Families (TANF) recipients. By hiring these individuals, we help you access the corresponding tax credits, which range from \$2,400 up to \$9,600 per qualified individual.

State Hiring Tax Credits

Many states recognize the importance of establishing their own tax credit programs. MAXIMUS assists them with creating hiring incentives for employers, offering tax credits for hiring workers from targeted populations, similar to those targeted by federal programs.

Location Benefits

Location Benefits are negotiated and/or statutory tax incentives offered to businesses to encourage economic development, often in designated areas or zones. The ability to keep up with research on available benefits and access such benefits can be a daunting and time-consuming task. For this reason, many of our clients also hire us to administer their Location Benefits.



As with all tax credit programs we administer, our goal is to reduce management's workload, thereby reducing operating costs and realizing bottom-line savings. We work in conjunction with your tax and real estate team to coordinate the necessary identifying and claiming procedures on local, state and national levels. This ensures that you not only identify locations that offer the greatest incentives, but also comply with the associated reporting requirements.

MAXIMUS administers the entire process, from identification to application and retrieval. By integrating the latest geographic information systems mapping technology with our database of national tax incentives, our staff of expertly trained geographers and certified public accountants searches out, identifies and applies for all incentives that are advantageous to your business.

Enterprise and Empowerment Zones and Renewal Community Credits

Federal, state and local governments offer a wide array of economic development incentives designed to encourage job creation and capital investment, both statewide and in designated geographic areas, often called enterprise zones. MAXIMUS works with businesses to capture federal, state and local incentives, such as the Empowerment Zone Employment Credit, which can be up to \$3,000 annually per eligible zone resident employed.

Negotiated Benefits

In conjunction with state and local government incentives designed to encourage job creation and capital investment, tax incentives are also available to businesses that hire qualified workers who both live and work within designated boundaries. Similar economic development and hiring incentives are available to businesses at the federal level.

MAXIMUS leads the tax credit industry in administering thousands of available economic development incentives. Our reporting system matches our clients' locations with incentives from every tax jurisdiction level. We report all economic development zone incentives that provide tax savings, as well as other incentives.

While applying for benefits before construction is important, so is claiming the benefits on the tax return. Often the leap between negotiating a benefit and actually receiving the benefit is not made. Our job is to facilitate this process. Whether your business is seeking to establish operations in qualified zones, already has work sites within these boundaries, or is looking to create new jobs, our staff will work on your behalf to ensure no opportunity is overlooked.

Employer Services

Electronic I-9 Services

All new hires are required to complete an I-9 form, a time- and resource-intensive task with significant possibilities for error. In 2004, legislation allowed for electronic signatures and

storage of I-9 forms. MAXIMUS has designed electronic I-9 software that is easy to use and fully compliant with guidelines published by the U.S. Department of Homeland Security. Benefits include:

- **I-9 Processing That is Simple, Fast and Effective.** MAXIMUS Electronic I-9 software is accessible anywhere with an Internet connection. It provides data validation in areas such as Social Security number, expiration dates and pre-population, whenever possible. The software enables managers to verify each new hire's information and sign the form electronically in just a few minutes. It also reports the I-9 status of all new hires in real time.
- **A Reduction in Errors and an Increase in Compliance.** Our easy-to-use interface walks managers through the I-9 process step by step, providing alerts for all required information. Our software provides images of documentation to clarify any confusion and streamline the process. MAXIMUS-trained auditors verify the I-9s to assure they are completed accurately and quickly. Additionally, to ensure your workforce is compliant, we track all employees with work authorization and provide reminders to your managers for re-authorization 90, 60 and 30 days prior to expiration. MAXIMUS retains counsel that specializes in I-9 and immigration issues to advise your staff on unusual documentation and special situations.

E-Verify

MAXIMUS has integrated our I-9 services to the USCIS E-Verify program, enabling our clients to be in compliance with the various state regulations requiring E-Verify participation.

We make the I-9 process as easy as possible for our clients. We are experienced and lead the industry with our cutting-edge electronic I-9 software. We work hard to maximize your I-9 compliance and reduce the risk to your company so that you can concentrate on what you do best: serving your customers.

Using MAXOutreach[®] has been an effective way to save recruiting costs and enhance our tax credit opportunities. It allows recruiters in our company's call center to streamline their efforts and promotes consistency in their approach.

— Sears Holdings

Recruitment and Compliance Solutions

Through the use of MAXOutreach, our proprietary outreach recruitment tool, we provide clients with new, non-traditional sources of likely tax credit-eligible applicants for their job openings. Our outreach program allows clients to potentially triple their federal and state tax credits.

One Focus, One Source

MAXIMUS Tax Credit and Employer Services has maintained a single focus on helping employers maximize their tax credit potential

since 1978. It is our sole purpose, and we are passionate about being a premier provider in our field. Our dedicated professionals help employers reach non-traditional sources of tax credit-eligible applicants and meet their hiring requirements. We combine nearly 40 years of tax credit program experience with innovative thinking and a caring attitude of partnership and shared goals. Every process, procedure and project we undertake is empowered with deep subject matter expertise focused on delivering high-quality cost-effective solutions that help employers fulfill their missions. We invite you to contact MAXIMUS to discuss how our tax credit services can support your needs.

Contact: businessandtaxcredit@maximus.com

Visit: maximus.com/tces



1891 Metro Center Dr.
Reston, VA 20190
maximus.com