



Tax Site Information Form

2025 Tax Season

Agency Name: Just Harvest
Site Name: Bhutanese Community Association of Pittsburgh (BCAP) in Brentwood
Tax Site Address: 3000 Brownsville Rd, Suite C, Pittsburgh, PA 15227
Site Coordinator Name: Janet Willoughby and Elysa Schwartz
Site Coordinator Email: JanetW@Justharvest.org , ElysaS@justharvest.org
Site Coordinator Phone: Janet: 412-773-2826 Elysa: 412-523-4308
Off-season Contact: Anna Woomer: AnnaW@JustHarvest.org , 412-440-7943
Opening Date: January 25, 2025
Closing Date: March 5, 2025

DIRECTIONS:

Please provide specific directions to the site:

The entrance is on the left side of the building up the ramp. Look for signs for Just Harvest.

Parking options available at this site:

Parking lot is available plus street parking.

Nearest bus stop:

Brentwood Loop at Brownsville Road

Stop ID: 19882

Distance from bus stop to site

250 feet





FREE TAX PREP

Dress code:

Dress code is casual, but neat. Do not wear items (such as shirts or buttons) that endorse any political candidates – we are a non-partisan organization. Do not wear anything with profanity.

Bad weather/emergency plan:

During periods of severely inclement weather, notification about delays in opening or closure of the tax sites will be sent out by email and phone calls to all scheduled volunteers. Even if the site does not close, if you feel unsafe or unable to travel to the site due to inclement weather, notify your site coordinator as soon as possible.

Important Information about your organization (mission, other work that you do, etc.):

Just Harvest works to promote a just system of food access by addressing the root causes of hunger – systemic poverty and inequity – through policy advocacy, grassroots organizing, community-based solutions, and connecting people to benefits. Learn more at www.JustHarvest.org.

Any other important information about your site:

This tax site primarily serves immigrant and refugee families living in the area. Taxpayers come from many countries and speak many languages. Interpretation services are provided when necessary. The site was previously hosted by SHIM Family Center, but has moved to BCAP. The site serves more working families than any of our other sites and aims to serve 170 households in 2025 with your help. This site is only open for 6 weeks, compared to 12 weeks for the other sites. Because of the shortened schedule, it's even more important that volunteers can commit to being at the site for each shift. If you're interested in volunteering at one of our other tax sites after this site closes, talk to Anna Woomer, Janet Willoughby, or Elysa Schwartz.