



Tax Site Information Form

2025 Tax Season

Agency Name: Just Harvest
Site Name: CCAC Boyce Campus
Tax Site Address: 595 Beatty Road Room S585 Monroeville, PA 15146
Site Coordinator Name: Mary Grace Diana and Elaina Mitchell
Site Coordinator Email: marygraced@justharvest.org elainam@justharvest.org
Site Coordinator Phone: Mary Grace: 412-860-0201 Elaina: 412-431-8960 ext212
Off-season Contact: Anna Woomer: AnnaW@JustHarvest.org , 412-440-7943
Opening Date: January 22, 2025
Closing Date: April 15, 2025

DIRECTIONS:

Please provide specific directions to the site that include the nearest landmark:

CCAC Boyce Campus is located at 595 Beatty Road in Monroeville. From Parkway East, take the Plum Exit 84B, Route 48. After the exit cloverleaf, merge onto 48N and proceed straight through the traffic light. At the bottom of the hill, turn right at the stop sign onto Beatty Road (Jobe's Funeral Home will be seen on the far-left corner and a sign for Boyce park will be on the right). At the second stop sign, turn left onto the college driveway. Park in the Upper East or Upper West parking lot and use the main entrance, marked South Wing. You will enter on the fifth floor.

An information desk is located inside the main entrance. They are able to provide directions or a wheelchair if you need assistance reaching the room.

Parking options available at this site:

There is free parking available on site, handicap spots are available.

Please indicate the location of the nearest bus stop(s)



The 77 and 67 both have a stop at CCAC Boyce near the South Wing main entrance

Distance from bus stop to site

1 min walking distance

Stop: Boyce Campus East pkg Lot + Steps

Stop ID: 13496

Photo of Site Entrance



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 is hosted by CCAC Boyce, and has been preparing taxes for the Monroeville community for many years. The site has an experienced and dedicated team of staff and volunteers. We hope to prepare over 700 returns this year with your help!