



# FREE TAX PREP

## Tax Site Information Form

**Tax Year 2025**

<b>Agency Name:</b> Just Harvest
<b>Site Name:</b> Just Harvest South Side
<b>Tax Site Address:</b> 317 East Carson Street, Pittsburgh, PA 15219
<b>Site Coordinator Name:</b> Kristie Weiland Stagno, Anna Woomer, Vaughn Schmid, DJ Huber
<b>Site Coordinator Email:</b> <a href="mailto:KristieW@justharvest.org">KristieW@justharvest.org</a> , <a href="mailto:AnnaW@justharvest.org">AnnaW@justharvest.org</a> , <a href="mailto:VaughnS@justharvest.org">VaughnS@justharvest.org</a> , <a href="mailto:DavidH@JustHarvest.org">DavidH@JustHarvest.org</a>
<b>Site Coordinator Phone:</b> Kristie: 412-436-3716, Anna: 412-440-7943
<b>Opening Date:</b> 1/21/2026
<b>Closing Date:</b> 4/15/2026

### DIRECTIONS:

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

Just Harvest is in the Highline Building at 317 E Carson St. (Look for yellow Burghers Brewing Sign). You can enter the building from the pedestrian walk (also called Terminal Way) or McKean St. If driving, follow directions to S 4<sup>th</sup> and S McKean St. 15219. Please see photos and map below for reference.

From Downtown:

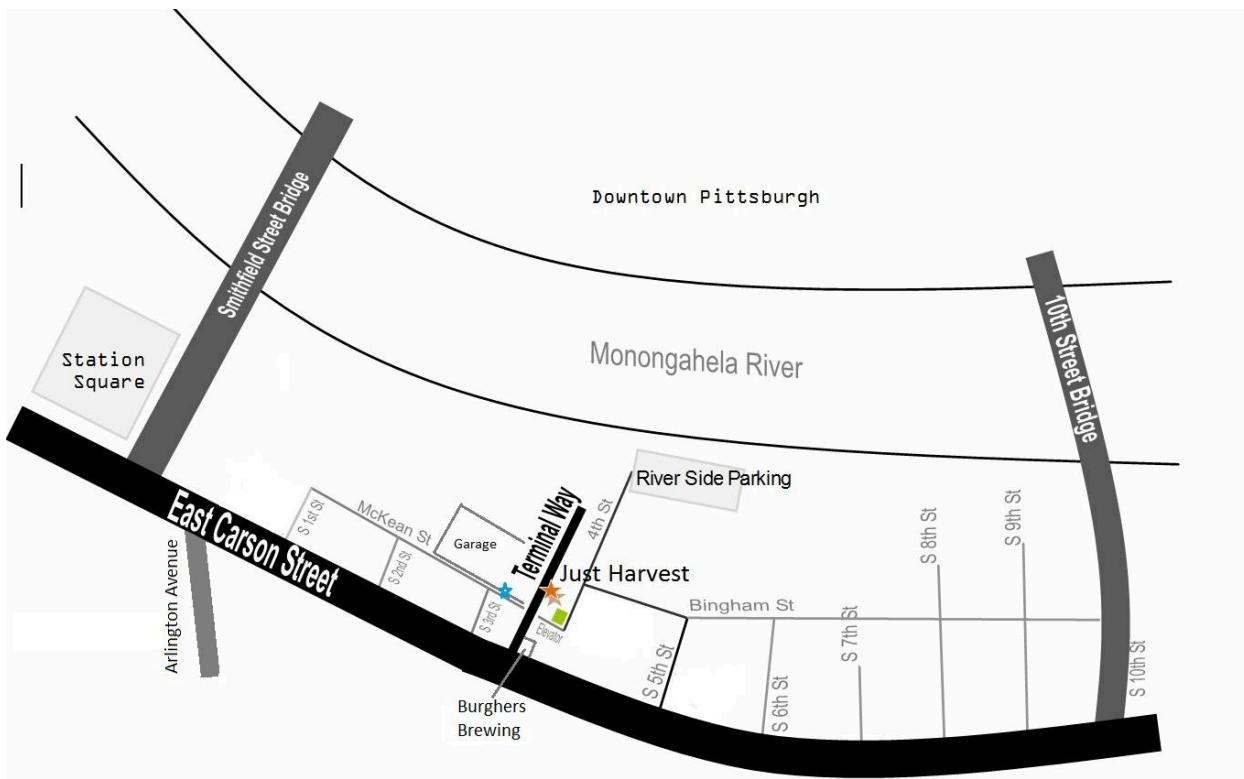
From Fort Pitt Blvd turn onto the Smithfield St. Bridge. At the end of the bridge, turn left onto E. Carson Street. Turn left onto Second St, then right onto McKean St. See parking options below. Enter the building from the gray door at the corner of McKean and 4<sup>th</sup> St. Take the elevator to level 3.



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From Oakland:

Go over the Birmingham Bridge and turn right onto Carson St. Turn right onto Fifth Street, then left on Cabot Way which turns into McKean St. See parking options below. Enter the building from the gray door at the corner of McKean and 4<sup>th</sup> St. Take the elevator to level 3.



### Parking options available at this site:

Parking can be difficult to find, depending on when your shift starts. Please allow extra time for finding a spot and getting to our office on your first day. Call the site coordinator's phone if you are lost on your first visit.

**Free** parking is available on Carson St., 5th St, Bingham Street and a parking lot along the riverfront. To reach the riverfront lot, turn down 2<sup>nd</sup> Street (from East Carson) toward the river, turn right onto McKean Street, and left onto 4<sup>th</sup> Street (which will become a brick road after one block). Cross the railroad tracks and park wherever you can. After parking, walk back along 4<sup>th</sup> Street, turn right onto McKean Street, then enter through the gray door near the corner of McKean & 4<sup>th</sup> Street.



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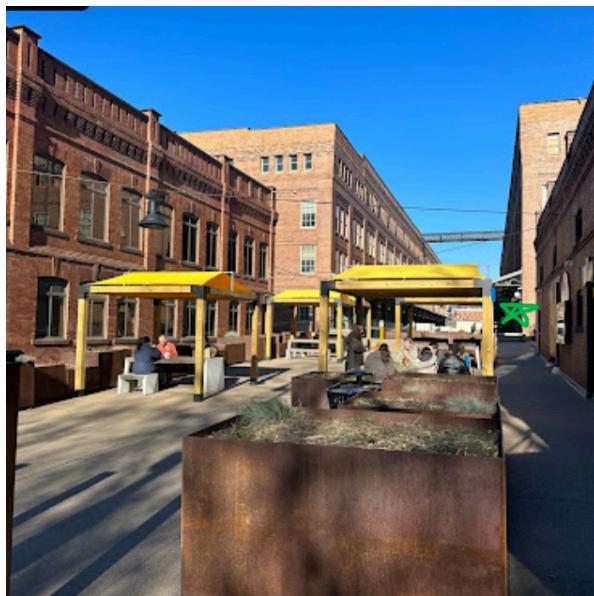
A parking garage is available on McKean St. between 4th and 3rd St. Current rate is \$8 for 3-5 hours.

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

The 51 and 48 buses stop at the corner of Terminal St. and E Carson St. It is the third stop from downtown.

The T stops at Station Square. From there, you can walk East (towards the South Side shops) for about 5 blocks to Terminal St.

Walk down the pedestrian walkway. The Just Harvest office is located in the building on the right side of Terminal St., inside the first door on the right, marked 16 & 18. Call the site coordinator's cell phone if you are lost on your first visit.



View down Terminal Way from Carson St.

We're at the green star!

**Distance from bus stop to site**

1 min walking distance from the 48 and 51.

.4 miles from Station Square T stop.



Lower entrance at 4th & McKean St

Look for the JH Sign



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### **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](http://www.JustHarvest.org).

This is the largest site in the Free Tax Prep Coalition and we expect to prepare 2000 returns this year with your help. We have a highly qualified staff with years of experience and several volunteers who have been with us for many years. You will be working with a team of volunteers and staff each week to serve taxpayers in need. The South Side tax site is almost always bustling with activity.