



FREE TAX PREP

Tax Site Information Form

2025 Tax Season

Agency Name: Just Harvest
Site Name: Just Harvest South Side
Tax Site Address: 317 E Carson Street, Pittsburgh, PA 15219
Site Coordinator Name: Kristie Weiland Stagno, Vaughn Schmid, Anna Woomer, DJ Huber
Site Coordinator Email: KristieW@justharvest.org , VaughnS@justharvest.org , AnnaW@justharvest.org , huberdjl27@gmail.com
Site Coordinator Phone: Kristie: 412-436-3716, Vaughn: 412-365-5874, Anna: 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:

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 4th and S McKean St. 15203. 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 4th St. Take the elevator to level 3.

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 4th St. Take the elevator to level 3.



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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 2nd Street (from East Carson) toward the river, turn right onto McKean Street, and left onto 4th Street (which will become a brick road after one block). Cross the railroad tracks and park wherever you can. After parking, walk back along 4th Street, turn right onto McKean Street, then enter through the gray door near the corner of McKean & 4th Street.

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



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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!



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 (describe how you will notify volunteers):

During periods of severely inclement weather, notification about delays in opening or closure of the tax sites will be sent out by email, texts and/or 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 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.