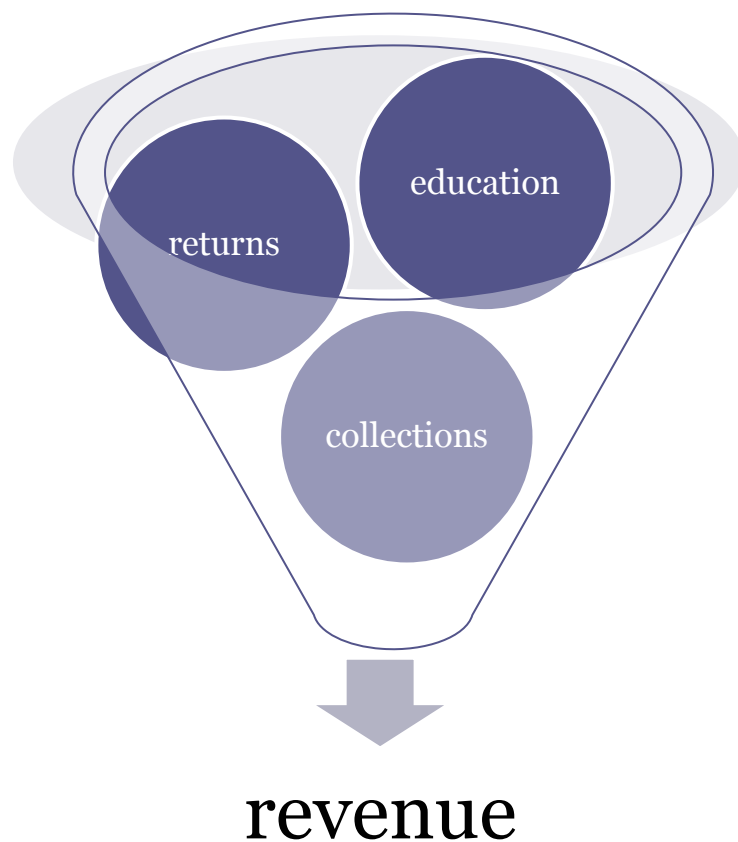


Tax Administration Breakout



Introductions at your table

- This 90 minute breakout involves discussion and working together at your tables.
- Take a few minutes to learn each others **names**.
- Share **how far you travelled** to get to this conference and make note of who travelled the farthest.
- Each person share what was the **weirdest job** you have held, then decide what is the weirdest job experience at the table.

Goals for this afternoon

- Experiment with some tax administration processes.
- Learn from others.
- Have some fun.
- Finish with open discussion.

The Taxpayer

Exercise 1

Goal: Identify the taxpayer associated with various taxes.

Fill out the taxpayer chart, answering all the questions.

We will discuss as a group following your table discussion.

Type of tax	Who is taxpayer	Who is situated to collect	What should you base the tax on	How often should tax be remitted
Sales tax				
Business activity tax				
Property tax				
Leasehold possessory interest tax				

Education

Exercise 2

Brainstorm a packet to send to a taxpayer.
List what the packet should include.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Incoming Exercise 3

Write a script for phone calls from the public and from taxpayers about tax on improvements on trust land.

What are some ideas for follow up after the phone call?

(Use next page)

Script:

Follow up after phone call:

Strategic communication

Exercise 4

Write a list of who you need to communicate with as you implement a sales tax at a mall on trust land.
(use table on the next page)

Taxpayer Reporting Form

Exercise 5

- Develop a form for taxpayers to fill out to report income taxable under 162.017 of the BIA leasing regulations
- Chose either
 - Tax on permanent improvements
 - Tax on activities
 - Tax on lease/possessory interest

25 CFR 162.017

What taxes apply to leases approved under this part?

(a) Subject only to applicable Federal law, permanent improvements on the leased land, without regard to ownership of those improvements, are not subject to any fee, tax, assessment, levy, or other charge imposed by any State or political subdivision of a State. Improvements may be subject to taxation by the Indian tribe with jurisdiction.

(b) Subject only to applicable Federal law, activities under a lease conducted on the leased premises are not subject to any fee, tax, assessment, levy, or other charge (e.g., business use, privilege, public utility, excise, gross revenue taxes) imposed by any State or political subdivision of a State. Activities may be subject to taxation by the Indian tribe with jurisdiction.

(c) Subject only to applicable Federal law, the leasehold or possessory interest is not subject to any fee, tax, assessment, levy, or other charge imposed by any State or political subdivision of a State. Leasehold or possessory interests may be subject to taxation by the Indian tribe with jurisdiction.

Work Flow

Exercise 6

Do a flow chart of your work processes for imposing and collecting a tax on sales taking place on nonIndian businesses on trust land

Unpaid Taxes

Exercise 7

- Write an outline of a letter to a taxpayer who has failed to pay their taxes on time.
- What will you say that will influence them to pay their taxes?

Risk Management

Exercise 8

- Think about risk management
- Name at least three events or circumstances that you want to manage.

1.

2.

3.

Risk Management - examples from other tax agencies

Jurisdiction

Litigation

Media reports

Big taxpayer moves

Aging IT Systems

Staffing recruitment and retention

Managing records and data

System security

Tax is complex

Internet businesses

The Cloud

Emerging Technology

Public Opinion/Reputation

Underground economy

Disaster Strikes

Exercise 9

- Take a few minutes to identify at least two situations that you would call a tax emergency
 - Something that could bring your system to a halt or seriously change the performance or expectations
 - 1.
 - 2.
- Then think about what you might do to either preclude the disaster or manage it.