



# ADP SmartCompliance®

## Tax Credits Module — Work Opportunity Tax Credit (WOTC) for HR

### Offering a simplified, secure and intelligent WOTC screening process

**As a human resources leader**, you strive to add value to your organization. Throughout the hiring process, you're looking for expedient and cost-effective ways to bring top talent into your workforce and support hiring diversity. You may be aware of the Work Opportunity Tax Credit (WOTC) and you'd love to earn a tax credit for those who qualify, but obstacles can stand in the way: different hiring systems and workflows across your organization, lengthy and confusing questions that often frustrate job candidates and administrative tasks and deadlines that burden you and your staff.

**With the ADP SmartCompliance® Tax Credits module, you can benefit from simple, efficient tax credit screening that fits easily within your hiring process.**

This ADP solution has an easy, secure and advanced approach for capturing WOTC credits, backed by dedicated specialists to handle much of the administrative burdens. Our alliances with many applicant tracking system (ATS) providers help integrate the WOTC screening into your talent acquisition process, and our simplified questionnaire is applicant friendly, helping you maximize your capture of tax credits for which you are eligible and minimize work for your applicants and hiring managers.

### Discover the benefits of ADP's solution:

#### Simplified questionnaire

Enjoy a faster, easier experience for applicants with a simplified, single page questionnaire that includes the minimum number of applicant screening questions required for quick and easy responses.

#### Mobile screening

Leverage the ADP mobile tax credit screening feature which enables you to screen nearly everywhere and any way that you hire! Applicants can screen in English or Spanish from any virtual location using a mobile smart device, tablet, and even certain gaming systems!.

#### Adaptable workflow

Discover a solution that smoothly integrates within nearly any hiring process on virtually any kind of hiring system. Simplify your applicant workflow while safeguarding job applicants' sensitive data within ADP's advanced security intelligence platform.

#### Enhanced e-signature

Experience a "one touch and you're done" solution online or through a mobile device. Applicants can electronically sign required documentation, including the IRS Form 8850, removing the majority of WOTC follow documentation for eligible employees.

## Proven results

3,000+

organizations helped

230+

tax credit specialists

32.5+ million

screenings, leading to

810 million

in tax credits earned, in 2017 alone<sup>1</sup>

For more information about the ADP SmartCompliance tax credits module, contact your local ADP Representative or visit [www.adp.com/taxcredits](http://www.adp.com/taxcredits)

<sup>1</sup>2018 ADP Internal Data

## Doc Upload

Decrease the amount of time you spend on required documentation follow up.

- Our Mobile Doc Upload feature is available to applicants at the time of screening so they can easily upload pertinent documents on the spot
- The Doc Upload feature within ADP SmartCompliance makes it easy for hiring managers to upload any necessary documents directly to ADP.

## Direct Notifications

Utilize Direct Document Notification for clients using Enhanced E-Signature. Applicants can opt-in to receive text or email notifications if they are WOTC-eligible, hired by the company or if further documentation is needed.

These alerts, lessen the number of steps in the application process and substantially reduce or even virtually eliminate need to go back and forth with requesting and sending documentation.

## Trusted Analytics

Rely on ADP to fine-tune your WOTC program, helping improve your results. Through our robust technology, clients have the ability to analyze and monitor data trends, providing proactive insights for improved WOTC program management.

## Dedicated Support

Experience a solution that is backed by dedicated specialists with decades of knowledge who help ensure information is accurate and complete.

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**About ADP SmartCompliance:** The ADP SmartCompliance® platform adds a layer of services and best-practice processes to your current HCM solution to help you close the gap between core HCM technology and the myriad of HCM related compliance pressures you may face. This solution marries people, process and service with your technology to help off-load many of the risk-laden, manual and administrative tasks required of you. And it's a scalable solution that can provide continuity as your organization and the legislative landscape continue to evolve.



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