COAST EPISCOPAL SCHOOL · EDUCATIONAL FREEDOM TAX CREDIT

REDIRECT

~~Give~~ $1,700 / Individual Filer or $3,400 / Married Filing Jointly Couple

Keep your take-home pay the same.

How to adjust your W-4 so your EFTC gift comes out of taxes you already owe

≈ $0 net change to your pay

Three steps, no change to your take-home pay

1 Give monthly

Individual **$141.67/mo**

Couple **$283.33/mo**

Set up a recurring gift on the CES/ACE portal for the year's total.

2 Update your W-4

Individual **+$1,700**

Couple **+$3,400**

Add your gift amount to line 3 of a new W-4 and give it to payroll in January 2027.

3 Paycheck goes up

Individual **+$141.67/mo**

Couple **+$283.33/mo**

Less federal tax is withheld, so your paycheck rises by about the amount you give.

Result: your gift and your paycheck increase cancel out. Net change ≈ $0, and you claim the full credit: $1,700 per individual filer, $3,400 per married couple filing jointly.

Educational information only, not tax advice. Based on IRS proposed regulations; subject to change. Confirm your numbers with your tax preparer or irs.gov/W4App.

Where to make the change on your W-4

Form W-4 (2026) Employee's Withholding Certificate

Step 3: Claim Dependent and Other Credits

(a) Multiply the number of qualifying children under age 17 by $2,200		$ 4,400
(b) Multiply the number of other dependents by $500		$ 0
Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here	**3**	**$ 7,800**

Sample for illustration only. Use the official form from your employer or irs.gov.

Add your gift to line 3

Example: married couple, two children, giving $3,400

2 children × $2,200 = $4,400
Other dependents = $0
EFTC gift = $3,400
Line 3 total = $7,800

No children? Enter just $1,700 (or $3,400) on line 3.

Married couple, two children: before

Form **W-4** — Department of the Treasury, Internal Revenue Service

Employee's Withholding Certificate

Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. Give Form W-4 to your employer. Your withholding is subject to review by the IRS.

OMB No. 1545-0074

2026

Step 1: Enter Personal Information

(a) First name and middle initial: Jane
Last name: Sample
(b) Social security number: XXX-XX-XXXX

Address: 123 Sample Street
City or town, state, and ZIP code: Anytown, MS 39500

Does your name match the name on your social security card? If not, to ensure you get credit for your earnings, contact SSA at 800-772-1213 or go to *www.ssa.gov*.

(c) ☐ **Single** or **Married filing separately**
☒ **Married filing jointly** or **Qualifying surviving spouse**
☐ **Head of household** (Check only if you're unmarried and pay more than half the costs of keeping up a home for yourself and a qualifying individual.)

Caution: To claim certain credits or deductions on your tax return, you (and/or your spouse if married filing jointly) are required to have a social security number valid for employment. See page 2 for more information.

TIP: Consider using the estimator at *www.irs.gov/W4App* to determine the most accurate withholding for the rest of the year if you: are completing this form after the beginning of the year; expect to work only part of the year; or have changes during the year in your marital status, number of jobs for you (and/or your spouse if married filing jointly), dependents, other income (not from jobs), deductions, or credits. Have your most recent pay stub(s) from this year available when using the estimator. At the beginning of next year, use the estimator again to recheck your withholding.

Complete Steps 2–4 ONLY if they apply to you; otherwise, skip to Step 5. See page 2 for more information on each step, who can claim exemption from withholding, and when to use the estimator at *www.irs.gov/W4App*.

Step 2: Multiple Jobs or Spouse Works

Complete this step if you (1) hold more than one job at a time, or (2) are married filing jointly and your spouse also works. The correct amount of withholding depends on income earned from all of these jobs.

Do **only one** of the following.

(a) Use the estimator at *www.irs.gov/W4App* for the most accurate withholding for this step (and Steps 3–4). If you or your spouse have self-employment income, use this option; **or**

(b) Use the Multiple Jobs Worksheet on page 3 and enter the result in Step 4(c) below; **or**

(c) If there are only two jobs total, you may check this box. Do the same on Form W-4 for the other job. This option is generally more accurate than Step 2(b) if pay at the lower paying job is more than half of the pay at the higher paying job. Otherwise, Step 2(b) is more accurate . . . . . ☐

Complete Steps 3–4(b) on Form W-4 for only ONE of these jobs. Leave those steps blank for the other jobs. (Your withholding will be most accurate if you complete Steps 3–4(b) on the Form W-4 for the highest paying job.)

Step 3: Claim Dependent and Other Credits

If your total income will be $200,000 or less ($400,000 or less if married filing jointly):

(a) Multiply the number of qualifying children under age 17 by $2,200 . . . . . **3(a)** $ 4,400

(b) Multiply the number of other dependents by $500 . . . **3(b)** $

Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here . . . . . **3** $ 4,400

Step 4: Other Adjustments

(a) Other income (not from jobs). If you want tax withheld for other income you expect this year that won't have withholding, enter the amount of other income here. This may include interest, dividends, and retirement income . . . . . **4(a)** $

(b) Deductions. Use the Deductions Worksheet on page 4 to determine the amount of deductions you may claim, which will reduce your withholding. (If you skip this line, your withholding will be based on the standard deduction.) Enter the result here . . **4(b)** $

(c) Extra withholding. Enter any additional tax you want withheld each **pay period** . . **4(c)** $

BEFORE · no EFTC gift

Step 3, close up

Step 3: Claim Dependent and Other Credits

If your total income will be $200,000 or less ($400,000 or less if married filing jointly):

(a) Multiply the number of qualifying children under age 17 by $2,200 . . . . . **3(a)** $ 4,400

(b) Multiply the number of other dependents by $500 . . . **3(b)** $

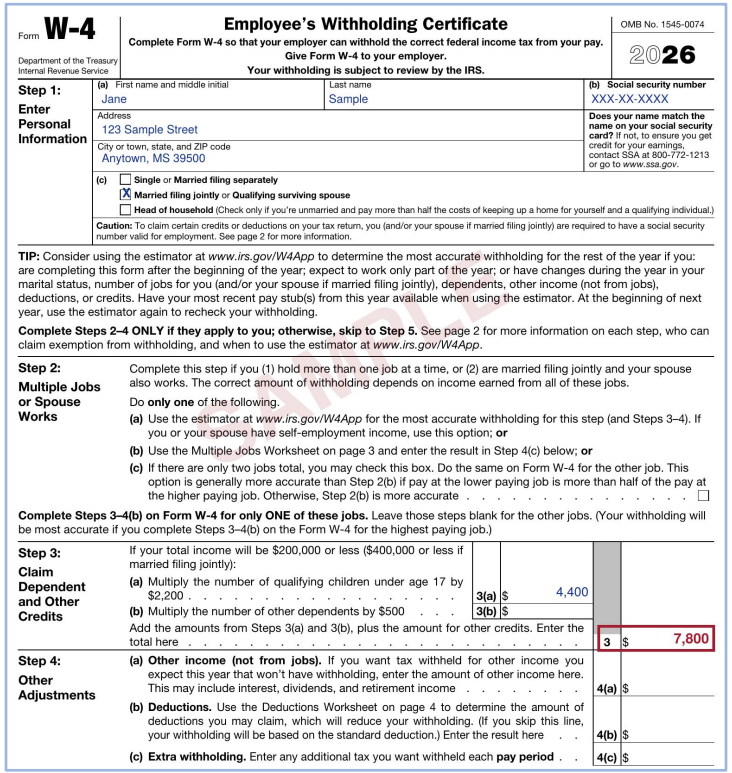
Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here . . . . . **3** $ 4,400

Filing status	Married filing jointly
3(a) 2 children × $2,200	$4,400
3(b) Other dependents	—
Line 3 total	**$4,400**

This is a typical W-4 for a family claiming two children. Nothing is entered for other credits yet.

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Married couple, two children: after



Form **W-4** — Department of the Treasury, Internal Revenue Service

Employee's Withholding Certificate

Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. Give Form W-4 to your employer. Your withholding is subject to review by the IRS.

OMB No. 1545-0074 — 2026

Step 1: Enter Personal Information

(a) First name and middle initial: Jane — Last name: Sample — (b) Social security number: XXX-XX-XXXX

Address: 123 Sample Street

City or town, state, and ZIP code: Anytown, MS 39500

Does your name match the name on your social security card? If not, to ensure you get credit for your earnings, contact SSA at 800-772-1213 or go to www.ssa.gov.

(c) ☐ Single or Married filing separately
☒ Married filing jointly or Qualifying surviving spouse
☐ Head of household (Check only if you're unmarried and pay more than half the costs of keeping up a home for yourself and a qualifying individual.)

Caution: To claim certain credits or deductions on your tax return, you (and/or your spouse if married filing jointly) are required to have a social security number valid for employment. See page 2 for more information.

TIP: Consider using the estimator at www.irs.gov/W4App to determine the most accurate withholding for the rest of the year if you: are completing this form after the beginning of the year; expect to work only part of the year; or have changes during the year in your marital status, number of jobs for you (and/or your spouse if married filing jointly), dependents, other income (not from jobs), deductions, or credits. Have your most recent pay stub(s) from this year available when using the estimator. At the beginning of next year, use the estimator again to recheck your withholding.

Complete Steps 2–4 ONLY if they apply to you; otherwise, skip to Step 5. See page 2 for more information on each step, who can claim exemption from withholding, and when to use the estimator at www.irs.gov/W4App.

Step 2: Multiple Jobs or Spouse Works

Complete this step if you (1) hold more than one job at a time, or (2) are married filing jointly and your spouse also works. The correct amount of withholding depends on income earned from all of these jobs.

Do **only one** of the following.

(a) Use the estimator at www.irs.gov/W4App for the most accurate withholding for this step (and Steps 3–4). If you or your spouse have self-employment income, use this option; **or**

(b) Use the Multiple Jobs Worksheet on page 3 and enter the result in Step 4(c) below; **or**

(c) If there are only two jobs total, you may check this box. Do the same on Form W-4 for the other job. This option is generally more accurate than Step 2(b) if pay at the lower paying job is more than half of the pay at the higher paying job. Otherwise, Step 2(b) is more accurate . . . . . ☐

Complete Steps 3–4(b) on Form W-4 for only ONE of these jobs. Leave those steps blank for the other jobs. (Your withholding will be most accurate if you complete Steps 3–4(b) on the Form W-4 for the highest paying job.)

Step 3: Claim Dependent and Other Credits

If your total income will be $200,000 or less ($400,000 or less if married filing jointly):

(a) Multiply the number of qualifying children under age 17 by $2,200 . . . . . 3(a) $ 4,400

(b) Multiply the number of other dependents by $500 . . . 3(b) $

Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here . . . . . 3 $ 7,800

Step 4: Other Adjustments

(a) **Other income (not from jobs).** If you want tax withheld for other income you expect this year that won't have withholding, enter the amount of other income here. This may include interest, dividends, and retirement income . . . . . 4(a) $

(b) **Deductions.** Use the Deductions Worksheet on page 4 to determine the amount of deductions you may claim, which will reduce your withholding. (If you skip this line, your withholding will be based on the standard deduction.) Enter the result here . . 4(b) $

(c) **Extra withholding.** Enter any additional tax you want withheld each **pay period** . . 4(c) $

AFTER · EFTC gift of $3,400

Step 3, close up

Step 3: Claim Dependent and Other Credits

If your total income will be $200,000 or less ($400,000 or less if married filing jointly):

(a) Multiply the number of qualifying children under age 17 by $2,200 . . . . . 3(a) $ 4,400

(b) Multiply the number of other dependents by $500 . . . 3(b) $

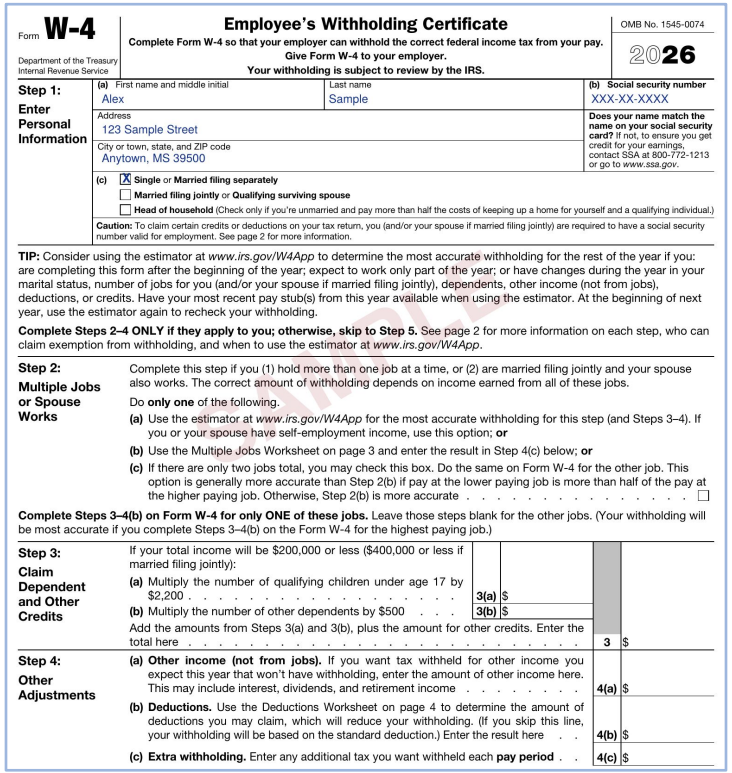
Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here . . . . . 3 $ 7,800

3(a) 2 children × $2,200	$4,400
EFTC gift (other credits)	+ $3,400
Line 3 total	**$7,800**
Paycheck change (monthly)	≈ +$283.33

The only change is line 3. Give $283.33 a month through the CES/ACE portal and take-home pay stays about the same.

Educational information only, not tax advice. Based on IRS proposed regulations; subject to change. Confirm your numbers with your tax preparer or irs.gov/W4App.

Single, no children: before



Form **W-4**

Department of the Treasury
Internal Revenue Service

Employee's Withholding Certificate

Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay.
Give Form W-4 to your employer.
Your withholding is subject to review by the IRS.

OMB No. 1545-0074

2026

Step 1: Enter Personal Information

(a) First name and middle initial: Alex
Last name: Sample
(b) Social security number: XXX-XX-XXXX

Address: 123 Sample Street
City or town, state, and ZIP code: Anytown, MS 39500

Does your name match the name on your social security card? If not, to ensure you get credit for your earnings, contact SSA at 800-772-1213 or go to *www.ssa.gov*.

(c) [X] **Single** or **Married filing separately**
[ ] **Married filing jointly** or **Qualifying surviving spouse**
[ ] **Head of household** (Check only if you're unmarried and pay more than half the costs of keeping up a home for yourself and a qualifying individual.)

Caution: To claim certain credits or deductions on your tax return, you (and/or your spouse if married filing jointly) are required to have a social security number valid for employment. See page 2 for more information.

TIP: Consider using the estimator at *www.irs.gov/W4App* to determine the most accurate withholding for the rest of the year if you: are completing this form after the beginning of the year; expect to work only part of the year; or have changes during the year in your marital status, number of jobs for you (and/or your spouse if married filing jointly), dependents, other income (not from jobs), deductions, or credits. Have your most recent pay stub(s) from this year available when using the estimator. At the beginning of next year, use the estimator again to recheck your withholding.

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Step 2: Multiple Jobs or Spouse Works

Complete this step if you (1) hold more than one job at a time, or (2) are married filing jointly and your spouse also works. The correct amount of withholding depends on income earned from all of these jobs.

Do **only one** of the following.

(a) Use the estimator at *www.irs.gov/W4App* for the most accurate withholding for this step (and Steps 3–4). If you or your spouse have self-employment income, use this option; **or**

(b) Use the Multiple Jobs Worksheet on page 3 and enter the result in Step 4(c) below; **or**

(c) If there are only two jobs total, you may check this box. Do the same on Form W-4 for the other job. This option is generally more accurate than Step 2(b) if pay at the lower paying job is more than half of the pay at the higher paying job. Otherwise, Step 2(b) is more accurate . . . . . [ ]

Complete Steps 3–4(b) on Form W-4 for only ONE of these jobs. Leave those steps blank for the other jobs. (Your withholding will be most accurate if you complete Steps 3–4(b) on the Form W-4 for the highest paying job.)

Step 3: Claim Dependent and Other Credits

If your total income will be $200,000 or less ($400,000 or less if married filing jointly):

(a) Multiply the number of qualifying children under age 17 by $2,200 . . . . . **3(a)** $

(b) Multiply the number of other dependents by $500 . . . **3(b)** $

Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here . . . . . **3** $

Step 4: Other Adjustments

(a) Other income (not from jobs). If you want tax withheld for other income you expect this year that won't have withholding, enter the amount of other income here. This may include interest, dividends, and retirement income . . . . . **4(a)** $

(b) Deductions. Use the Deductions Worksheet on page 4 to determine the amount of deductions you may claim, which will reduce your withholding. (If you skip this line, your withholding will be based on the standard deduction.) Enter the result here . . **4(b)** $

(c) Extra withholding. Enter any additional tax you want withheld each **pay period** . . **4(c)** $

BEFORE · no EFTC gift

Step 3, close up

Step 3: Claim Dependent and Other Credits

If your total income will be $200,000 or less ($400,000 or less if married filing jointly):

(a) Multiply the number of qualifying children under age 17 by $2,200 . . . . . **3(a)** $

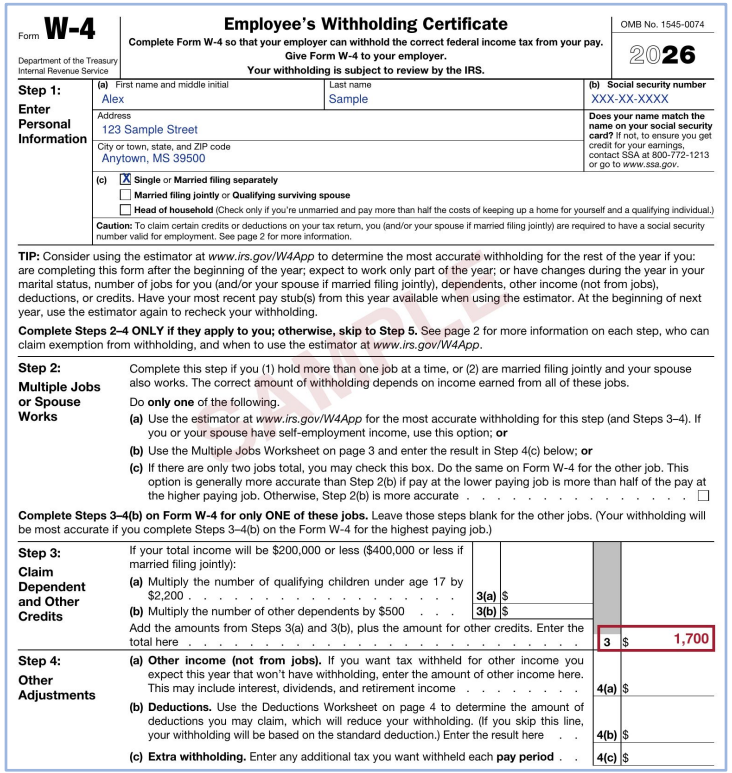
(b) Multiply the number of other dependents by $500 . . . **3(b)** $

Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here . . . . . **3** $

Filing status	Single
3(a) Children	—
3(b) Other dependents	—
Line 3 total	**blank**

A single person with no dependents usually leaves Step 3 blank.

Single, no children: after



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Employee's Withholding Certificate

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OMB No. 1545-0074

2026

Step 1: Enter Personal Information

(a) First name and middle initial: Alex

Last name: Sample

(b) Social security number: XXX-XX-XXXX

Address: 123 Sample Street

City or town, state, and ZIP code: Anytown, MS 39500

Does your name match the name on your social security card? If not, to ensure you get credit for your earnings, contact SSA at 800-772-1213 or go to www.ssa.gov.

(c) [X] **Single** or **Married filing separately**

[ ] **Married filing jointly** or **Qualifying surviving spouse**

[ ] **Head of household** (Check only if you're unmarried and pay more than half the costs of keeping up a home for yourself and a qualifying individual.)

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Complete Steps 2–4 ONLY if they apply to you; otherwise, skip to Step 5. See page 2 for more information on each step, who can claim exemption from withholding, and when to use the estimator at *www.irs.gov/W4App*.

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Do **only one** of the following.

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Complete Steps 3–4(b) on Form W-4 for only ONE of these jobs. Leave those steps blank for the other jobs. (Your withholding will be most accurate if you complete Steps 3–4(b) on the Form W-4 for the highest paying job.)

Step 3: Claim Dependent and Other Credits

If your total income will be $200,000 or less ($400,000 or less if married filing jointly):

(a) Multiply the number of qualifying children under age 17 by $2,200 . . . . . 3(a) $

(b) Multiply the number of other dependents by $500 . . . 3(b) $

Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here . . . . . 3 $ 1,700

Step 4: Other Adjustments

(a) Other income (not from jobs). If you want tax withheld for other income you expect this year that won't have withholding, enter the amount of other income here. This may include interest, dividends, and retirement income . . . . . 4(a) $

(b) Deductions. Use the Deductions Worksheet on page 4 to determine the amount of deductions you may claim, which will reduce your withholding. (If you skip this line, your withholding will be based on the standard deduction.) Enter the result here . . 4(b) $

(c) Extra withholding. Enter any additional tax you want withheld each **pay period** . . 4(c) $

AFTER · EFTC gift of $1,700

Step 3, close up

Step 3: Claim Dependent and Other Credits

If your total income will be $200,000 or less ($400,000 or less if married filing jointly):

(a) Multiply the number of qualifying children under age 17 by $2,200 . . . . . 3(a) $

(b) Multiply the number of other dependents by $500 . . . 3(b) $

Add the amounts from Steps 3(a) and 3(b), plus the amount for other credits. Enter the total here . . . . . 3 $ 1,700

3(a) Children	—
EFTC gift (other credits)	+ $1,700
Line 3 total	**$1,700**
Paycheck change (monthly)	≈ +$141.67

Enter $1,700 on line 3. Give $141.67 a month through the CES/ACE portal and take-home pay stays about the same.

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How much each paycheck changes

Payroll spreads your line 3 amount across the year. Set your gift to match your pay schedule.

Pay schedule	Paychecks per year	Gift of $1,700	Couple: $3,400
Monthly	12	$141.67	$283.33
Twice a month	24	$70.83	$141.67
Every two weeks	26	$65.38	$130.77
Weekly	52	$32.69	$65.38

Amounts assume the new W-4 is in place for every paycheck from January. Starting later spreads the change over fewer paychecks.

Educational information only, not tax advice. Based on IRS proposed regulations; subject to change. Confirm your numbers with your tax preparer or irs.gov/W4App.

Check these before you change your W-4

Owe enough tax

You need at least $1,700 in federal income tax per giver: roughly $39,500+ income if single, $47,000+ if married.

Nov. & Dec. 2026

Apply for Tax Credit

Log in to the CES/ACE co-branded portal. Set up your payments to begin January 1, 2027.
portal.acescholarships.org

Scan to give

January 2027

Turn in your adjusted W-4 to your payroll manager. The credit applies to gifts made on or after Jan. 1, 2027, claimed on the 2027 Tax return.

Questions?

CES Business Office
228-452-9442 · business@myces.org
Check your numbers: irs.gov/W4App

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