

RESOLUTION FOR POVERTY EXEMPTION

WHEREAS, the adoption of guidelines for poverty exemptions is required of the Summerfield Township Board; and

WHEREAS, the principal residence of persons, who the Supervisor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the Township of Summerfield, Monroe County adopts the following guidelines and the Application for Hardship and Asset Test (revision date December 17, 2018) for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Supervisor, Assessor or Board of Review, accompanied by federal and state tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or current year or a signed State Tax Commission Form 4988: Poverty Exemption Affidavit.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is being requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the 2021 federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Federal poverty guidelines used in the determination of Poverty Exemptions:

<u>Size of Family Unit</u>	<u>2021</u>
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120
For each additional person	\$4,480

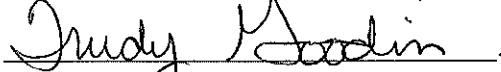
NOW, THEREFORE, BE IT HEREBY RESOLVED that the Supervisor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Supervisor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and those reasons are communicated in writing to the claimant.

The foregoing resolution offered by *Wiederhold* and supported by *Seegert*.

Upon roll call vote, the following voted:

Yes: 5 No: 0

I, Trudy Goodin, the duly elected and acting Clerk of Summerfield Township, hereby certify that the foregoing resolution was adopted by the Summerfield Township Board at the regular meeting held on the 21st day of Dec, 2021, at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said Resolution was ordered to take immediate effect.


Trudy Goodin, Clerk

SUMMERFIELD TOWNSHIP

APPLICATION FOR
HARDSHIP EXEMPTION FROM TAXES

Assessment Year: 2021

IMPORTANT:

- Attach copies of the most recent Federal and State Income Tax Returns for each person residing in the household.
- If you applied for a Michigan Homestead Property Tax Credit, attach copy of Michigan form 1040CR and list amount of credit here:
\$ _____
- Applicant must appear in person. If you are unable to appear in person, you may authorize someone to represent you. Authorization must be in writing and signed by property owner.
- Be prepared to provide personal identification, such as a valid driver's license, and/or proof of property ownership (deed, land contract) if requested by the Board of Review.
- Provide all required requested supporting documents.
- "Definition of Income" and "Asset Guidelines" can be found on the following page.
- SIGN the Application and the Poverty Exemption Affidavit.

**Summerfield Township
INCOME & ASSET GUIDELINES
FOR HARDSHIP EXEMPTION FROM TAXES**

**INCOME GUIDELINES
TAX YEAR 2021**

Summerfield Township has adopted the *Federal* poverty level Income Guidelines listed below:
Federal poverty guidelines used in the determination of Poverty Exemptions:

<u>Size of Family Unit</u>	<u>2021</u>
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120
For each additional person	\$4,480

**HOUSEHOLD ASSET GUIDELINES
TAX YEAR 2021**

Public Act 390 allows townships to set the Asset Guidelines for poverty exemption from taxes, and states that poverty exemption asset guidelines must include the asset levels of the entire household.

VEHICLES: No member of the household shall own more than one vehicle (car or truck).

RECREATIONAL VEHICLES: None allowed

SAVINGS/CHECKING/INVESTMENTS:

Shall not total more than \$2,000 for entire household

Definition of Income

The Bureau of the Census defines income to include the following:

- 1) Money wages and salaries before any deductions.
- 2) Net receipts from nonfarm self-employment. These are receipts from a person's own business, professional enterprise, or partnership, after deductions for business expenses
- 3) Net receipts from farm self-employment. These are receipts from a farm which one operates as an owner, renter, or sharecropper, after deductions for farm operating expenses.
- 4) Regular payments from social security, railroad retirement, unemployment compensation, strike benefits from union funds, workers' compensation, veterans' payments, public assistance (including Aid to Families with Dependent Children, Supplemental Security Income, Emergency Assistance money payments, and non-Federally-funded General Assistance or General Relief money payments).
- 5) Alimony, child support, and military family allotments or other regular support from an absent family member or someone not living in the household.
- 6) Private pensions, government employee pensions (including military retirement pay), and regular insurance or annuity payments.
- 7) College or university scholarships, grants, fellowships, and assistantships.
- 8) Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.

Income does not include the following:

- 1) Money received from the sale of property such as stocks, bonds, a house, or a car unless a person is in the business of selling such property.
- 2) Withdrawals of bank deposits and borrowed money.
- 3) Tax refunds, gifts, loans, lump-sum inheritances, one-time insurance payments.
- 4) Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.
- 5) Federal noncash benefit programs such as Medicare, Medicaid, food stamps, school lunches.

DO NOT WRITE ON THIS PAGE BOARD OF REVIEW USE ONLY

WORKSHEET:

\$ _____ TOTAL ANNUAL INCOME OF ALL HOUSEHOLD MEMBERS

\$ _____ SAVINGS, CHECKING AND INVESTMENT ASSETS

_____ NUMBER OF PERSONS LIVING IN HOUSEHOLD

_____ NUMBER OF VEHICLES IN HOUSEHOLD

_____ NUMBER OF RECREATIONAL VEHICLES

SEV: \$ _____ TAXABLE VALUE: \$ _____

DISPOSITION BY BOARD OF REVIEW

The Board of Review shall follow the policies and guidelines of the local assessing unit when granting or denying a poverty exemption. The same standards shall apply to each claimant in the unit for the assessment year "unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and guidelines and the substantial and compelling reasons are communicated in writing to the claimant."

Property Identification No. _____

_____ Denied

_____ Approved

Assessment Reduced from \$ _____ to \$ _____

_____ Township Supervisor

_____ BOR Chairperson

_____ BOR Second Member

_____ BOR Third Member

Date: _____ Signature (Board of Review Secretary) _____

NOTES: _____

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.				
Petitioner's Name			Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence		City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION				
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.				
Property Parcel Code Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence		
Property Description				
PART 3: ADDITIONAL PROPERTY INFORMATION				
List information related to any other property owned by you or any member residing in the household.				
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.			Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date

This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

