

## 2023 Presque Isle Township Board Resolution 15 to Adopt Poverty Exemption Income Guidelines and Asset Test

WHEREAS, the General Property Tax Act, MCL 211.7u, states that the homestead of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute to the public charges are eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, a township board is required by MCL 211.7u to adopt guidelines for the poverty exemption; NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Presque Isle Township, of Presque Isle County, adopts the following guidelines for the supervisor and 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.

To be eligible for exemption under this section, a person must do all of the following on an annual basis (*Option, if township board has adopted sample resolution(s): per extension(s) as allowed under MCL 211.7u(6) and (8).*)

- 1) Own and occupy as a principal residence the property for which an exemption is requested. The person shall affirm this ownership and occupancy status in writing by filing a form prescribed by the state tax commission with the local assessing unit.
- 2) File a claim with the board of review on a form prescribed by the state tax commission and provided by the local assessing unit, accompanied by 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. 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, and an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return.
- 3) Produce a valid driver license or other form of identification if requested by the supervisor or board of review.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.
- 5) Meet the current poverty income guidelines adopted by the township board (see attached).
- 6) Meet additional eligibility requirements as determined by the township board, including Asset Test (see attached).

BE IT ALSO RESOLVED that the board of review shall follow the above stated policy and guidelines in granting or denying an exemption.

The foregoing resolution offered by Board Member Crowley and supported by Board Member Spang. Upon roll call vote the following voted "Aye" 5 "Nay" \_\_\_\_\_

The Supervisor declared the resolution PASSED.



# PRESQUE ISLE TOWNSHIP 2023 POVERTY EXEMPTION POLICY & GUIDELINES

The following *policy and guidelines*, adopted by the Township Board of Trustees, at a regular meeting on December 11, 2023 shall be followed by the Presque Isle Township Board of Review when considering *poverty exemptions* according to P.A. 390 of 1994, section 211.7u of the *Michigan Compiled Laws (MCL)*.

**Application Guidelines** - To be eligible for a **POVERTY EXEMPTION** in Presque Isle Township:

1. The primary applicant must own and occupy the property as their principal residence and shall satisfy all requirements of PA 390 of 1994 (Principle Residence Exemptions) and State Tax Commission bulletin No. 5 of 1995. Property placed in a trust does not qualify as owned for poverty exemption purposes. All owners and occupants are required to sign an Authorization To Inspect The Property and provide permission to the Board of Review Committee Members interview the applicants and verify the application.
2. All owners must include signed Federal and State Income Tax Returns for the most recent filing period, including supporting schedules, if the applicant is required to file an income tax return. If the applicant did not file Federal or State Tax Returns, the Michigan Department of Treasury Form 4988 must be filed.
3. Income and asset information is required for all owners and occupants of the property. Potential income and asset sources are (non-inclusive.)
  - Income from all sources
  - Salaries & wages before deductions
  - Net receipts from self-employment
  - Veteran payments
  - Royalties
  - Unemployment Compensation
  - Workers Compensation Alimony
  - General assistance
  - Social Security
  - Cash
  - Checking & savings accounts
  - Money Market Accounts Assets in trust accounts
  - Interest and dividends
  - Pensions/401K Investments
  - Supplemental Security Income
  - Net rental income
  - Scholarships & grants
  - Income from Insurance payments
  - Retirement Accounts
  - Child support
  - IRA/401K
  - Annuities
  - New or Reverse Mortgages
  - Stocks & Bonds
  - Investment Gifts
  - Deferred Compensation
4. Applicants must meet both the Income Test and Asset Test to be eligible to apply to the Board of Review for an exemption of property tax on their principal residence. Applications will be reviewed by the Board of Review in making a determination to grant or deny an exemption and if an exemption is granted, what percentage of the taxable value will be exempted.

**INCOME TEST:**

Eligible applicants will not exceed the income levels on the Federal Poverty Guidelines for 2023 income levels listed below.

1. Total Annual Income shall not exceed the following amount applicable to the number of persons living in the household:

| <u>Number of Persons</u>     | <u>2023 Income Limits</u> |          |           |
|------------------------------|---------------------------|----------|-----------|
|                              | 100%                      | 50%      | 25%       |
| 1                            | \$14,580                  | \$21,870 | \$29,160  |
| 2                            | \$19,720                  | \$29,580 | \$39,440  |
| 3                            | \$24,860                  | \$37,290 | \$49,720  |
| 4                            | \$30,000                  | \$45,000 | \$60,000  |
| 5                            | \$35,140                  | \$52,710 | \$70,280  |
| 6                            | \$40,280                  | \$60,420 | \$80,560  |
| 7                            | \$45,420                  | \$68,130 | \$90,840  |
| 8                            | \$50,560                  | \$75,840 | \$101,820 |
| Each additional person, add: | \$ 5,140                  | \$ 7,710 | \$ 10,980 |

2. Total Annual Household Income shall be based on Federal Poverty Guidelines and will be adjusted annually to agree with the federally established amount.

**ASSET TEST:**

Eligible applicants will have total assets at or below the asset limit listed below for the claimant and household.

1. The footprint of the principal residence with up to 5 acres and personal property located within the residence are excluded. In addition, resident may have up to 2 primary vehicles.

| <u>Number of Persons</u>    | <u>2023 Asset Limits</u> |          |           |
|-----------------------------|--------------------------|----------|-----------|
|                             | 100%                     | 50%      | 25%       |
| 1                           | \$18,342                 | \$26,584 | \$53,168  |
| 2                           | \$24,809                 | \$35,964 | \$92,549  |
| 3                           | \$31,274                 | \$45,325 | \$90,650  |
| 4                           | \$37,740                 | \$54,696 | \$109,392 |
| 5                           | \$44,205                 | \$64,066 | \$128,133 |
| 6                           | \$50,671                 | \$73,437 | \$146,874 |
| 7                           | \$57,137                 | \$82,807 | \$165,615 |
| 8                           | \$63,603                 | \$92,178 | \$184,356 |
| Each additional person add: | \$6,465                  | \$9,370  | \$18,741  |

**ASSETTEST (continued):**

Below are some examples of assets the local governing may choose to ask an applicant to list. This is not an exhaustive list:

- A second home
- Land
- Vehicles
- Recreational vehicles such as campers, motorhomes, boats and ATV's
- Buildings other than the residence
- Equity in the residence
- Jewelry - Antiques - Artworks
- Equipment
- Other personal property of value
- Bank accounts or stocks
- Borrowed money

**EVALUATION PROCEDURES:**

1. The Board of Review shall follow the above policy and guidelines when making poverty exemption decisions. The same standard shall apply to each claimant for the assessment year.
2. The applicant should be prepared to answer questions regarding their financial affairs, status of people living in the household, and any other question relevant to the exemption request.
3. All information is subject to verification. The verification process can be used to determine future eligibility.
4. The Board of Review must agree as to the disposition of the poverty claim to be granted.