

**RAISIN CHARTER TOWNSHIP - 2024
APPLICATION IS FOR ONE YEAR REDUCTION**

PETITION NO. _____

PARCEL I.D. _____

**RAISIN CHARTER TOWNSHIP
APPLICATION AND INSTRUCTIONS FOR 2024
HARDSHIP/POVERTY REDUCTION**

The 2024 Application for One Year Poverty Reduction has been modified to be consistent with the requirements of the State of Michigan regarding poverty exemptions. To be considered for a poverty reduction, the following information **MUST** be provided:

1. **COMPLETE ALL SECTIONS OF THE APPLICATION IN FULL; DO NOT LEAVE ANY BLANK LINES/AREAS. WRITE IN N/A IF THE AREA DOES NOT APPLY TO YOU.** Applications may be considered ineligible if they are not completed in full.

2. Submit **completed and signed COPIES** of the following:

2024 Michigan Homestead Property Tax Credit Claim (MI 1040 CR)

2024 Federal Income Tax Return (1040), if you are required to file federal income tax. If you were not required to file federal or state income tax in the current or previous year, please include a completed Department of Treasury Form 4988 – Poverty Exemption Affidavit.

2024 Federal Income Tax Return (1040) for ALL members residing within the household.

ALL INCOME TAX RETURNS MUST BE SIGNED. Applications will be returned if signatures are missing.

3. If someone is residing in your home and is not employed but has income from another source, you **MUST** include their total income in Part 5 Dept. of Treasury form 5737: Income Sources (attach additional pages if needed).

4. If you have major or unusual out-of-pocket expenses, list in Part 11 of Department of Treasury form 5739 Monthly Expense Information, as other. You must provide copies of documents verifying these expenses.

5. The application must be legible. If you need or want to provide additional information, please attach separate sheet(s), do not write in the margins of the application.

6. The Poverty Exemption Asset Test must be completed, signed and dated, clearly listing the current value of all asset resources.

7. Do not submit originals of supporting documentation. We are required to keep all documentation for our records in the event of audit by the Michigan Department of Treasury.

8. If the application is (1) incomplete, (2) you do not include copies of the required financial documents, or (3) income tax returns are not signed the application may be considered ineligible for a hardship/poverty reduction.