

CITY OF DEARBORN

Home Town of Henry Ford

DEPARTMENT OF ASSESSMENT

2022 POVERTY EXEMPTION GUIDELINES

The City of Dearborn Board of Review is permitted under State of Michigan law to review the property assessments of certain homesteads when the property owners claim poverty. The Board of Review must follow city council approved guidelines, per Council Resolution No.CR# 1-58-21 dated 1/26/2021 and have certain information from each taxpayer who is applying for the poverty exemption in order to make a fair and informed decision.

Your application must be complete and signed. All required documents must be attached to your application for consideration. The Board of Review may waive any requirement if there is a substantial and compelling reason. All information is subject to verification.

1. The property **MUST** be the applicant's principal residence (homestead).
2. Maximum household income levels are as follows:

Family of 1	\$18,305
Family of 2	\$24,675
Family of 3	\$31,040
Family of 4	\$37,405
Family of 5	\$43,770
Family of 6	\$50,140
Family of 7	\$56,505
Family of 8*	\$62,875

*For each additional person, add \$ 6,365

3. A written letter of explanation stating the reason any household member over the age of 18 is unable to contribute to the household income. (Part-Time employment by minors or other household members, used to defray education or other personal expenses, is deemed to be part of the total household income.)
4. A written letter of explanation is required if expenses (not including property taxes) nearly equals or exceeds the stated income.
5. Total assets of the entire household, excluding homestead, cannot exceed \$30,000
6. Applicant may not have ownership interest in any real estate other than the homestead.
7. Annual taxable and non-taxable interest/dividend income must be less than \$1,250.
8. If you qualify for the Poverty Exemption, your taxable value will be reduced by 50%.

YOU ARE REQUIRED TO INCLUDE THE FOLLOWING DOCUMENTS:

- A Deed, Land Contract, or other evidence, in the name of the applicant/applicants, for the residence listed, if not already on file with the Assessor's office (i.e., proof of ownership).
- Valid Drivers License or other form of identification for **ALL persons** residing in the homestead.
- Social Security cards of **ALL persons** residing in the homestead.
- The following tax information must be submitted for **ALL persons** residing in the homestead:
 - A. Copy of *completed* and *signed* 2021 Federal Income Tax Return, **MUST** include:
 - a. Proof of gross annual income from all sources.
 - b. W-2 Form, if applicable
 - c. Itemized Deduction – Schedule A, if applicable
 - B. Copy of *completed* and *signed* 2021 Michigan Income Tax Return, **MUST** include:
 - a. Homestead Property Credit Form - MI 1040CR
 - b. Proof of gross annual income from all sources.
- Current pay stub submitted for **ALL persons** residing in the homestead.
- Current proof of Social Security, SSI, State Assistance or Food Stamps, if applicable.
- Last three (3) months bank statements for **ALL persons** residing in the homestead.
- Original Mortgage papers, if applicable. (These papers should be with your closing papers or are available at the Wayne County Register of Deeds.)
- Child Support Statement, if applicable. Written explanation required if eligible but not collecting support payments.
- Copy of paid registration receipt of dependent(s) attending college, if applicable. (Documentation of financial aid is required.)
- Proof of disability, if applicable.
- **The City of Dearborn is required to receive and analyze personal household income and expense information needed in the calculation of the potential reduction in assessment by reason of poverty. All applications can be submitted to the July and December Boards of Review. Since, the processing of these applications can be extensive, and may require a home visit, the City of Dearborn Assessing Department recommends submitting applications as early as possible to ensure the applications are complete. For those looking to be approved at the July Board of Review, please submit application no later than June 1. For those looking to be approved at the December Board of Review, please submit application no later than November 1.**

The Board of Review may request additional information beyond what is noted to ensure the eligibility of the applicant.

You must make an appointment with the Department of Assessment by calling 943-2140 prior to appearing before either the **July or December Board of Review**. Additionally, you will be required to have your application and all supporting documents complete before your application will be presented to the Board of Review.