



**BRIDGETON TOWNSHIP  
2024 RESOLUTION FOR POVERTY EXEMPTION**

**WHEREAS**, the principal residence of persons, who the Supervisor/Assessor 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, Bridgeton Township, Newaygo County adopts the attached guidelines 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;

**WHEREAS**, changes to the guidelines may be made by Bridgeton Township.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Assessor and Board of Review shall follow the attached stated guidelines and federal guidelines in granting or denying an exemption.

Motion by Baronard and seconded by Holmes to approve the forgoing resolution;

Yeas: 4  
Nays: 0  
Absent: 1  
Abstention:

Motion approved and adopted this 22<sup>nd</sup> day of January 2024.

Ann Marie Korman-Parky, Clerk

## **BRIDGETON TOWNSHIP 2024 POVERTY EXEMPTION GUIDELINES**

In order to comply with the General property Tax Act, P.A. 206 of 1893 as amended, Section 211.7u, which reads: "The homestead of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act", the following policy for applicants requesting consideration for poverty exemptions will be followed:

To request a poverty exemption, a taxpayer must file:

1. Form 5737 – *Application for MCL 211.7u Poverty Exemption*
2. Form 5739 – *Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty*
3. All required additional documentation (such as federal/state income tax returns)

Forms 5737 and 5739, along with any additional documentation, must be filed with the local assessing unit where the property is located. **Do not file these forms with the Department of Treasury of the State Tax Commission.** The forms may be submitted to the local assessing unit on or after January 1 but before the day prior to the last day of the December Board of Review during the year in which the exemption is requested. Handicapped or infirmed applicants may call the assessor's office to make necessary arrangements for assistance.

Taxpayers should contact the assessing unit directly to verify deadline dates for submission of the forms to ensure the application gets reviewed by a Board of Review during that calendar year.

In addition to filing Forms 5737 and 5739 and any supporting documentation, a taxpayer must do all of the following to be eligible for the poverty exemption:

1. Own and occupy the property as a principal residence.
2. Provide federal and state income tax returns for the current or immediately preceding year, including any property tax credits, for all persons **residing in the principal residence** (disclosure of the income of an owner who is not residing in the principal residence is not required). 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. Instead, Form 4988, *Poverty Exemption Affidavit* may be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current or immediately preceding year.
3. Produce a valid driver license or other form of identification, if requested.
4. Produce a deed, land contract, or other evidence of ownership of the property, if requested.
5. 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 **or** alternative guidelines adopted by the local assessing unit. The alternative guidelines cannot provide income eligibility requirements less than the federal guidelines.
6. Meet the asset level test adopted by the local assessing unit.

Applications are to be reviewed by the Board of Review, and may be reviewed without the applicant being present. However, the Board of Review may request that any or all applicants be physically present to respond to any questions the Board of Review may have. This means an applicant may be called to appear on short notice.

The applicant(s) may have to answer questions regarding financial affairs, health, the status of people living in his/her home before the board, at a meeting which is open to the public at large.

Any successful applicant may be subject to personal investigation by the Township. This would be done to verify information submitted or statements made to the assessor or board of review in regard to the applicants property tax abatement claim. Should any representation by the applicant appear to be false, the exemption shall be denied.

Applications for poverty exemption are for one year only. A new application must be submitted for the following year.

The supervisor, or secretary of the Board of Review, will keep minutes of all proceedings before the Board of Review and all meetings must be held in a municipal building and pursuant to the Open Meetings Act.

Poverty Exemptions denied by the Board of Review may be appealed to the Michigan Tax Tribunal by July 31<sup>th</sup> of the current year or within 35 days of denial at a July or December Board of Review.

Michigan Tax Tribunal  
PO Box 30232  
Lansing, MI 48909  
Phone: 517-373-3003  
Fax: 517-373-1633  
Email: [taxtrib@michigan.gov](mailto:taxtrib@michigan.gov)



SPECIFIC REQUIREMENTS FOR POVERTY EXEMPTION  
(As adopted by the Township Board)

In addition to the requirements outlined in PA 390 of 1994, also known as MCL 211.7u, as amended, the following apply:

The Board of Review will apply a three (3) part test to determine the eligibility and amount of the exemption.

I. THE INCOME TEST:

An eligible 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.

II. THE ASSET TEST:

A hardship exemption shall not be granted to any applicant whose total non-cash assets exceed \$5,000.

Assets include, but are not limited to real estate other than the principal residence, motor vehicles, recreational vehicles and equipment, certificates of deposits, savings accounts, checking accounts, stocks, bonds, life insurance, and retirement funds. Assets do not include essential household goods such as furniture, appliances, dishes and clothing.

III. INCOME FROM OTHER SOURCES TEST:

If the Board of Review determines that the applicant has or should have income from other sources, such as relatives, dependents, friends, they may add this income to the applicant's reported income and if the resulting sum of these incomes is greater than the Federal Poverty Income Standards, then a hardship exemption will be denied. If the amount of the income added to the applicant's reported income and the resulting sum is less than the Federal Poverty Income Standards, then a hardship exemption may be granted.

Granting a hardship exemption does not relieve the taxpayer of the burden of special assessments levied against the property. Special Assessments will still be due and payable.

## Bridgeton Township 2024 Qualifying Guidelines for Poverty Exemption

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

1. Be owner of and occupy as a principle residence the property for which exemption is requested.
2. File claim with the Supervisor/Assessor or Board of Review, accompanied by Federal and State income tax returns for all persons residing in principle residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
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 principle residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc. The asset limitation is \$5,000.00.
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 exemption is requested.
6. Meet the Federal Income Poverty Guidelines as defined and determined annually by the United States Department of Health and Human Services, or alternate guidelines adopted by the governing body providing the alternate guidelines do not provide eligibility requirements less than the Federal guidelines.

2024 Federal Income Poverty Guidelines

Size of Family Unit	Poverty Guidelines
1	\$14,580
2	\$19,720
3	\$24,860
4	\$30,000
5	\$35,140
6	\$40,280
7	\$45,420
8	\$50,560
For Each Additional Person	\$5,140

7. The application for an exemption shall be filed after January 1<sup>st</sup>, but one day prior to the last day of the Board of Review (the second Tuesday after the second Monday in December). 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.