

# HARRIS TOWNSHIP

2026 – POVERTY EXEMPTION PACKET

## HARRIS TOWNSHIP RESOLUTION FOR 2026 POVERTY EXEMPTION GUIDELINES

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

**WHEREAS**, the principal residence of persons, who the 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 updates made to MCL 211.71 by Public Act 253 of 2020 and updates by Public Act 191 of 2023 (MCL 211.7u).

**WHEREAS**, pursuant to PA 390 of 1994 and PA 253 of 2020, and PA 191 of 2023 the Harris Township Board, in Menominee County adopts the following 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. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. All other assets above that should be considered available; and

**WHEREAS**, the Township Board shall follow the federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The following are the 2026 federal poverty income guidelines:

Size of Family Unit	2026 Poverty Guidelines
1	\$ 15,650
2	\$ 21,150
3	\$ 26,650
4	\$ 32,150
5	\$ 37,650
6	\$ 43,150
7	\$ 48,650
8	\$ 54,150
For each additional person	\$ 5,500

The annual allowable income includes income for all persons residing in the principal residence.

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 an application with the assessor or Board of Review, accompanied by required supporting documents and 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 for verification purposes.
- 3) File a claim reporting that the combined assets of all persons within the household do not exceed the asset threshold of \$25,000. Assets include but are not limited to:
  - Ownership interest in a second home, land, vehicles
  - Recreational vehicles such as campers, motorhomes, boats and ATV's
  - Buildings other than the residence
  - Jewelry, antiques, artworks
  - Equipment, other personal property of value
  - Financial institution accounts over \$2,000
  - Money received from the sale of property, such as, stocks, bonds, a house or car (unless a person is in the specific business of selling such property)
  - Withdrawals of bank deposits and borrowed money
  - Gifts, loans, lump-sum inheritances and one-time insurance payments
  - Lottery and/or gambling winnings

- Food or housing received in lieu of wages
- Federal non-cash benefits programs such as Medicare, Medicaid, food stamps and school lunches

- 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 requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the 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.

**WHEREAS**, PA 253 of 2020 made changes related to granting full or partial poverty exemptions. MCL 211.7u(5) states that if a person claiming the poverty exemption meets all eligibility requirements, the Board of Review shall grant the poverty exemption in whole or in part as follows:

1. A full exemption equal to 100% reduction in taxable value for the year in which the exemption is granted; or
2. A full exemption equal to 75% reduction in taxable value for the year in which the exemption is granted; or
3. A full exemption equal to 50% reduction in taxable value for the year in which the exemption is granted; or
4. A full exemption equal to 25% reduction in taxable value for the year in which the exemption is granted.

**WHEREAS**, no other method of calculating taxable value may be utilized, except for those percentage reductions specifically authorized in statute, or any other percentage reduction approved by the State Tax Commission.

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

The foregoing resolution offered by Township Board Member Bower and supported by Township Board Member Jorasz.

Upon roll call vote, the following voted:

“Aye”: Peter Kleiman, Tom Draz, Doreen Bower, Alex Jorasz & Leslie Kleiman.

“Nay”: None.

The Township Clerk declared the resolution approved.

Thomas G. Gray

Tom Draz, Harris Township Clerk

Date 2-9-26

2026  
HARRIS TOWNSHIP  
POVERTY EXEMPTION GUIDELINES

Petitioner, being the owner and residing at the property listed on the application is applying for property tax relief under MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893. The principal residence of the persons who, by reason of poverty are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation per MCL 211.7u(1).

**Notice:** Any willful misstatements or misrepresentations made on this form may constitute perjury, which, under the law, is a felony punishable by fine or imprisonment.

**Notice:** Per MCL 211.7u(2b), a copy of **ALL** household members federal income tax returns, state income tax returns (MI-1040) for the current and prior year and Homestead Property Tax Credit claims (MI-1040CR 1,2,3, or 4) must be attached as proof of income or a signed Form 4988, *Poverty Exemption Affidavit*.

For verification purposes monthly statements for the past six months must be provided for all income sources, including, but not limited to, credits, claims, Social Security income, child support, alimony income, and all other income sources must be provided at time of application.

**Notice:** For verification purposes documentation for all expenses for the past six months must be provided at the time of application.

**Notice:** For verification purposes the past six months of statements for checking, savings and investment accounts for all household members must be provided.

**Notice:** Submitted incomplete applications will result in denial of the exemption application. In order 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.

**Notice:** Petitioner is required to be available to the Board of Review by phone or in-person. Contact Assessor Marc Kleiman at 906-290-3719 for an appointment. Failure to appear or answer phone at appointment time will result in denial of the poverty exemption.

# MCL 211.7u Poverty Exemption Taxpayer Fact Sheet

MCL 211.7u provides for a property tax exemption, in whole or part, for the principal residence of persons who, by reason of poverty, are unable to contribute to the public charges. For the purposes of the poverty exemption, the term “principal residence” has the same meaning as the term’s principal residence exemption and qualified agricultural property as defined in MCL 211.7dd. The exemption does not apply to property owned by a corporation.

## How To Apply For The Poverty Exemption

To request a poverty exemption, a taxpayer must file:

1. Form 5737 Application and Affirmation for MCL 211.7u Poverty Exemption
2. All required additional documentation (such as federal/state income tax returns)

Form 5737, along with any additional documentation, must be filed with the local assessing unit where the property is located. **Do not file this form with the Department of Treasury or the State Tax Commission.** The form 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. Taxpayers should contact the local assessing unit directly to verify submission deadlines to ensure that their application is reviewed by a Board of Review during that calendar year.

In addition to filing Form 5737 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’s 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.

### **Appeal Rights**

An appeal of a decision made by the March Board of Review must be filed by completing and submitting a petition to the Michigan Tax Tribunal no later than July 31 of the same year. A decision of the July or December Board of Review may be appealed by filing a petition with the Michigan Tax Tribunal within 30 days of the Board of Review's decision. Additional information on how to file an appeal is available by contacting the Michigan Tax Tribunal or by visiting its website at <https://www.michigan.gov/taxtribunal>.

## Application and Affirmation 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 where the property is located in each year on or after January 1 but before the day prior to the last day of the board of review. Poverty Exemptions may be heard by the Board of Review during its March, July, and December sessions.

**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.

<b>PART 1: PERSONAL INFORMATION</b> — 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
<b>PART 2: REAL ESTATE INFORMATION</b>				
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 Identification Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence		
Property Description				
<b>PART 3: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS</b> (Check all boxes that apply.)				
<input type="checkbox"/> I own the property in which the exemption is being claimed.				
<input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.				
<b>PART 4: ADDITIONAL PROPERTY INFORMATION</b>				
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

<b>PART 5: EMPLOYMENT INFORMATION</b> — List your current employment information.					
Name of Employer					
Address of Employer	City	State	ZIP Code		
Contact Person	Employer Telephone Number				
<b>PART 6: INCOME SOURCES</b>					
List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.					
Source of Income			Monthly or Annual Income (indicate which)		
<b>PART 7: CHECKING, SAVINGS AND INVESTMENT INFORMATION</b>					
List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.					
Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment	
<b>PART 8: LIFE INSURANCE</b> — List all policies held by all household members.					
Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured
<b>PART 9: MOTOR VEHICLE INFORMATION</b>					
All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.					
Make	Year	Monthly Payment	Balance Owed		

<b>PART 10: HOUSEHOLD OCCUPANTS</b> — List all persons living in the household.				
First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

<b>PART 11: PERSONAL DEBT</b> — List all personal debt for all household members.					
Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

<b>PART 12: MONTHLY EXPENSE INFORMATION</b>			
The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.			
Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

**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.

<b>PART 13: POLICY AND GUIDELINES ACKNOWLEDGMENT</b>			
<p>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.</p>			
<p><input type="checkbox"/> 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.</p>			
<b>PART 14: LEGAL DESIGNEE INFORMATION (Complete if applicable.)</b>			
Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code
<b>PART 15: CERTIFICATION</b>			
<p>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.</p>			
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 30 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  
Email: [taxtrib@michigan.gov](mailto: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

**2026 ASSET CLAIM**

Name \_\_\_\_\_

Address: \_\_\_\_\_

ASSET	YES OR NO	VALUE
Second Home		
Land		
Vehicles		
Camper		
Motor-home		
Boat		
ATV		
Buildings (other than residence)		
Jewelry		
Antiques		
Artworks		
Equipment/Tools		
Business Interests		
Bank Accounts		
Money received from sale of property, such as stocks, bonds, a house or car		
Withdrawals of bank deposits & borrowed money		
Gifts, loans, lump-sum inheritances, one-time insurance payments		
Food or housing received in lieu of wages		
Federal/State non-cash benefits such as Medicare, Medicaid, food assistance & school meals		
Federal/State stimulus payments		
Other:		

\*Combined assests of all persons within the household do not exceed the asset threshold of \$25,000.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date