

# NORTH SLOPE BOROUGH

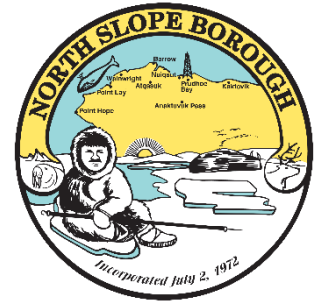
## Department of Finance

### Assessing Division

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*Beverly JS Eliason, Director of Finance*



## Low Income Homestead Property Tax Relief Grant Application Procedure

Tax Relief Grant is available to property owners that own and occupy their residence. NSBMC §3.50 sets the rules and means to implement the grant. Thresholds of income requirements are based on the Federal Low Income Requirements set annually by the Federal Government.

As set forth in §3.50.040(B), the Director shall determine what is necessary to assist with the review and eligibility of each grant. Applicant must provide IRS tax documents for ALL adult occupants (aged 18+ years) of the home, failure to do so will result in denial. Applicants must own the property and occupy the property as their primary residence.

For applications on previous tax years:

- Copy of the applied for year's income tax form for all adult occupants in the applicant's household during that calendar year.
- Copy of all 1099's for all persons in the applicant's household during that calendar year.
- Certification if you are away from the homestead by reason of health care, or are on active duty in the US armed forces NSBMC §3.50.050(A)(2).

For applications on current tax year:

- Copy of the most current year's income tax form for all adult occupants of the property.
- Copy of the most current 1099's.
- Copy of the most current pay stub.
- Certification if you are away from the homestead by reason of health care, or are on active duty in the US armed forces NSBMC §3.50.050(A)(2).

Other items as deemed necessary to determine eligibility:

- Copy of Active Duty Assignment.
- Letter from Doctor/Provider certifying health condition requires to be away from home for extended period of time.

Department of Finance staff may request additional documents as deemed necessary to verify the information provided in the application as well as utilize existing NSB and State Databases.

*Promote, Secure and Preserve the Financial Interests and Integrity of the North Slope Borough*

## LOW INCOME HOMESTEAD PROPERTY TAX GRANT APPLICATION CHECKLIST

If applying for multiple years please make copies of this to include with each application year.

Tax Year: \_\_\_\_\_ Parcel ID: \_\_\_\_\_

Owner: \_\_\_\_\_ Total number of Occupants: \_\_\_\_\_

Owner's Required Documents \_\_\_\_\_ Age: \_\_\_\_\_

IRS 1040 / w2: \_\_\_\_\_ Alaska PFD: \_\_\_\_\_

1<sup>st</sup> Regional Corporation: \_\_\_\_\_ 1<sup>st</sup> Village Corporation: \_\_\_\_\_

2<sup>nd</sup> Regional Corporation: \_\_\_\_\_ 2<sup>nd</sup> Village Corporation: \_\_\_\_\_

Other Income: \_\_\_\_\_ Other Income: \_\_\_\_\_

Occupant: \_\_\_\_\_ Age: \_\_\_\_\_

IRS 1040 / w2: \_\_\_\_\_ Alaska PFD: \_\_\_\_\_

1<sup>st</sup> Regional Corporation: \_\_\_\_\_ 1<sup>st</sup> Village Corporation: \_\_\_\_\_

2<sup>nd</sup> Regional Corporation: \_\_\_\_\_ 2<sup>nd</sup> Village Corporation: \_\_\_\_\_

Other Income: \_\_\_\_\_ Other Income: \_\_\_\_\_

Occupant: \_\_\_\_\_ Age: \_\_\_\_\_

IRS 1040 / w2: \_\_\_\_\_ Alaska PFD: \_\_\_\_\_

1<sup>st</sup> Regional Corporation: \_\_\_\_\_ 1<sup>st</sup> Village Corporation: \_\_\_\_\_

2<sup>nd</sup> Regional Corporation: \_\_\_\_\_ 2<sup>nd</sup> Village Corporation: \_\_\_\_\_

Other Income: \_\_\_\_\_ Other Income: \_\_\_\_\_

Occupant: \_\_\_\_\_ Age: \_\_\_\_\_

IRS 1040 / w2: \_\_\_\_\_ Alaska PFD: \_\_\_\_\_

1<sup>st</sup> Regional Corporation: \_\_\_\_\_ 1<sup>st</sup> Village Corporation: \_\_\_\_\_

2<sup>nd</sup> Regional Corporation: \_\_\_\_\_ 2<sup>nd</sup> Village Corporation: \_\_\_\_\_

Other Income: \_\_\_\_\_ Other Income: \_\_\_\_\_

Occupant: \_\_\_\_\_ Age: \_\_\_\_\_

IRS 1040 / w2: \_\_\_\_\_ Alaska PFD: \_\_\_\_\_

1<sup>st</sup> Regional Corporation: \_\_\_\_\_ 1<sup>st</sup> Village Corporation: \_\_\_\_\_

2<sup>nd</sup> Regional Corporation: \_\_\_\_\_ 2<sup>nd</sup> Village Corporation: \_\_\_\_\_

Other Income: \_\_\_\_\_ Other Income: \_\_\_\_\_

Occupant: \_\_\_\_\_ Age: \_\_\_\_\_

IRS 1040 / w2: \_\_\_\_\_ Alaska PFD: \_\_\_\_\_

1<sup>st</sup> Regional Corporation: \_\_\_\_\_ 1<sup>st</sup> Village Corporation: \_\_\_\_\_

2<sup>nd</sup> Regional Corporation: \_\_\_\_\_ 2<sup>nd</sup> Village Corporation: \_\_\_\_\_

Other Income: \_\_\_\_\_ Other Income: \_\_\_\_\_

Please include minor's in the household, these incomes are **NOT** included in the final calculations, but factored into the household size.