



MEMO

To: Todd McGee, City Council President

From: Navae Fenwick Rodriguez, Director
Navae Fenwick Rodriguez

Date: Thursday, March 31, 2022

Subject: Senior Tax Work Off Program request for information

Please find enclosed a chart of participant statistics (FY2017 to FY2022), the current senior tax work off application, last year's award letter to participants, and detailed program information from the City's website.

The lottery for the Senior Tax Work Off Program is conducted each year approximately two weeks after the application deadline to allow time for coordination with the Veterans' Tax Work Off Program and eliminate the possibility of awarding multiple stipends to the same household. For the purposes of anonymity, each senior tax work off application is assigned a unique lottery number. At the time of the drawing, two staff members and at least one witness are present.

In the spring, the program application deadline is advertised with press releases, on social media, and in the Senior Center's weekly newsletter. Information about the program is available year-round on the City's website.

In terms of modifications to the program, it seems timely to consider an increase to the amount of the property tax credit. The last increase, from \$500 to \$750, was approved in 2011. An increase to the number of available slots would also be welcomed.

Please let me know if further information is needed.

Senior Tax Work Off Program
Participant Statistics FY2017 to FY2022

| Fiscal Year | Applicants | Selected for Program | Completed Program | Total Tax Credits Awarded | Departments Served |
|--------------------|-------------------|-----------------------------|--------------------------|----------------------------------|---|
| 2017 | 53 | 30 | 27 | \$20,250.00 | Building Dept, COA, Conservation Dept., Farmer's Market, Library, Parks & Rec, Personnel, Planning, Wistariahurst |
| 2018 | 31 | 30 | 26 | \$19,500.00 | Board of Health, Building Dept, City Clerk, COA, DPW, Farmer's Market, Library, Mayor's Office, Parks & Rec, Personnel, Planning, Wistariahurst |
| 2019 | 52 | 30 | 26 | \$19,500.00 | Board of Health, COA, Farmer's Market, Library, Parks & Rec, Planning, Wistariahurst |
| 2020 | 54 | 30 | 30 | \$22,500.00 | City Clerk, COA, DPW, Farmer's Market, HPS, Library, Parks & Rec, Personnel, Planning, Wistariahurst |
| 2021 | 24 | 24 | 18 | \$13,500.00 | COA, Farmer's Market, Library |
| 2022 | 42 | 30 | 29 | \$21,750.00 | COA, DPW, Library, Mayor's Office, Parks & Rec, Planning, Wistariahurst |



2022 SENIOR TAX WORK OFF PROGRAM APPLICATION

ELIGIBILITY INFORMATION

Name _____
Last First M.I.

Date of Birth _____

Address _____

Telephone _____

- yes no I am at least 60 years of age.
 yes no I own and reside at the property for which credit is requested.
 yes no I am willing/able to work 52 hours annually.
 yes no My property taxes and all other municipal fees are paid in full to date.
 yes no I am currently receiving a municipal abatement.

REFERENCES

Name _____

Telephone _____

Name _____

Telephone _____

PLACEMENT INFORMATION

What skills, talents, or interests do you have?

Do you have a preference for being assigned to a particular department? If so, where?

Do you have any medical restrictions that might keep you from working? Do you require any special accommodation in order to work? Please explain.

Please return completed application to the Holyoke Council on Aging, 291 Pine Street, Holyoke, MA, 01040, by Friday, April 29, 2022. You will need to bring a photo I.D. with you for CORI check verification.

2022 SENIOR TAX WORK OFF PROGRAM AGREEMENT

I, _____, understand and agree to the
(PRINT NAME)
following eligibility requirements and program expectations.

1. To be eligible for benefits under the Senior Tax Work Off Program, and receive a tax credit thereunder, I hereby recognize that I may work a maximum of 52 service hours per calendar year. Any hours volunteered above the required 52 hours will not qualify me for additional tax credit.
2. To be eligible for benefits under the Senior Tax Work Off Program, I hereby acknowledge that I will undergo a Criminal Records Check (CORI), and hereby assent to said background check by the City.
3. To be eligible for benefits under the Senior Tax Work Off Program, I may be required to produce evidence showing that I meet the requisite criteria contained in my application. The Council on Aging Director, acting as an agent for the City of Holyoke, shall have the sole discretion to determine whether the evidence is sufficient to allow me entry into the program.
4. I hereby acknowledge that my placement and work assignments in the Senior Tax Work Off Program shall be determined by and shall be at the sole discretion of the Council on Aging Director.
5. I hereby acknowledge that my actions as a participant in the Senior Tax Work Off Program shall be governed by, and shall be subject to the direction and supervision of the Council on Aging Director and designated Site Supervisor.

Participant Signature

Date



Mayor Terence Murphy

Navae Fenwick Rodriguez, Executive Director

City of Holyoke

Council on Aging

June 25, 2021

«FirstName» «LastName»
«Address»
Holyoke, MA 01040

Dear «FirstName»,

Congratulations! You have been selected to participate in the 2021 Senior Tax Work Off Program. Your assignment and supervisor are as follows.

«Assignment»
«Supervisor», «SVTitle»
«SVphone_»
«SVemail»

This year's program requires 55 hours of work for the City, completed by November 30, in exchange for a \$750 property tax abatement. Please be sure to work with your supervisor to develop a clear system for tracking your hours. Your supervisor will be responsible for verifying that all hours have been satisfactorily completed.

Please contact your supervisor as soon as possible, and no later than Friday, July 16, to arrange a mutually agreeable schedule. Failure to make arrangements in a timely manner could result in dismissal from the program.

Please let me know if you have any questions or concerns.

Sincerely,

Navae Fenwick Rodriguez
Executive Director

Senior Tax Work-Off Program

Now Accepting Applications

The Senior Tax Work Off Program was created in an effort to provide property tax relief to homeowners aged 60 and over in exchange for volunteer hours. Each year, the program offers a \$750 abatement per household to thirty residents, chosen by lottery, who are willing to volunteer in the offices of a variety of city departments. Residents are not eligible for the abatement two consecutive years in a row, unless fewer than thirty eligible residents apply. In this instance, a lottery of entrants who participated in the year prior is held to determine who fills the remaining slots, thus seniors are encouraged to apply every year.

Applications are usually made available at the beginning of March (find this year's below!), and are **due by Friday, April 29**. Applications must be accompanied with a completed CORI form and a copy of the applicant's driver's license. Copies can be made at the Senior Center.

Programa de Reducción de Impuestos para Personas Mayores

El Programa de reducción de impuestos para personas mayores se creó en un esfuerzo por proporcionar alivio de impuestos a la propiedad a los propietarios de viviendas de edad avanzada a cambio de horas de trabajo voluntario. Cada año, el programa ofrece una reducción de \$750 por hogar a treinta residentes, elegidos por sorteo, que estén dispuestos a ser voluntarios en las oficinas de una variedad de departamentos de la ciudad. Los residentes no son elegibles para la reducción dos años consecutivos, a menos que soliciten menos de treinta residentes elegibles. En este caso, se lleva a cabo una lotería de participantes que participaron el año anterior para determinar quién llena los espacios restantes, por lo que se alienta a las personas mayores a postularse todos los años.

Las solicitudes generalmente están disponibles a principios de marzo (¡encuentre las de este año a continuación!) y deben presentarse **antes del viernes 29 de abril**. Las solicitudes deben ir acompañadas de un formulario CORI completo y una copia de la licencia de conducir del solicitante. Se pueden hacer copias en el Centro para Personas Mayores.

2022 applications now available!

- [Download the 2022 Senior Tax Work-Off Application](#)
- [Download the CORI form](#)
- Applications are also available on site at the Senior Center.
- [View the ordinance](#) outlining the program.

Aplicaciones 2022 están disponibles!

- [Descargue la solicitud de liquidación de impuestos para personas mayores de 2022](#)
- [Descarga el formulario CORI](#)
- Las solicitudes también están disponibles en el Centro para Personas Mayores.
- [Ver la ordenanza](#) que describe el programa.

Are you a veteran? You may also be eligible to apply for the **Veteran Property Tax Work Off Program** - [Find out how by visiting their page!](#)

¿Eres un veterano? También puede ser elegible para solicitar el **Programa de exención de impuestos sobre la propiedad para veteranos**. [¡Descubra cómo visitando su página!](#)