

Town of Ipswich

Senior Citizen Property Tax Work-Off Program Guidelines

Purpose

This program provides eligible seniors the opportunity to receive a tax credit in exchange for service hours

Eligibility - The applicant must be

- 60 years of age or older as of July 1
- must own and reside in their primary home of residence
- If property is in Trust, the homeowner must be listed as a Trustee.
- Consideration will be given to an applicant's financial circumstances and to first time applicants.

Program Limits

- Maximum taxpayer abatement will be \$750. Federal and Medicare taxes will be deducted from this amount, resulting in a lesser amount applied toward the real estate tax.
- One abatement per household per fiscal year.
- Applicants will be paid \$11/hour. These positions are non-benefitable.
- Maximum hours worked will be 68.18 per year.
- If fewer hours are worked, the tax abatement will be prorated.

Application Process

- Participants need to apply annually.
- Applications can be accepted at any time, but will only be considered as long as there is funding and open positions available. Fiscal year is July 1–June 30.
- Applications may be picked up at the Council on Aging or downloaded from our website: www.ipswichma.gov/coa.
- Applicants may be invited to one or more interviews.

- Jobs will be offered based on eligibility, qualifications, department needs and availability on days and times needed.
- All information provided will be held confidentially.

Operations

- Applicants fill out the application.
- Attach copy of
 - the most recent real estate tax bill and
 - pages 1 and 2 of the federal 1040 tax form.
- Applicants are placed in available positions based on relevant skills.
- Applicant will receive on the job training.
- Applicant will be informed of the expectations and responsibilities of the position assigned.
- Applicants must log the days they work with the date and time worked. The log will be kept by the supervisor and signed upon completion of the allotted time.
- At the end of the fiscal year, the signed log will be given to COA Director who notifies Payroll. A check is issued to the participant who signs the check over to the Treasurer's Office who applies the abatement to the participant's tax bill.
- The 'earnings' are considered taxable and the applicant is responsible for filling out the appropriate forms at Town Hall.
- If the applicant is unable to continue in the program, a letter of resignation must be submitted.
- Applicants who do not adhere to the rules or procedures, or who do not satisfactorily perform the assigned work, may be subject to dismissal.

Volunteers make a difference!! Thank You!

This program is a modest effort to provide financial support to eligible seniors under the MA Senior Tax Work-off program. For those who are not eligible or not selected for work within this program, please continue to volunteer. We appreciate your efforts.