



DENVER ELDERLY OR DISABLED REFUND PROGRAM INSTRUCTIONS – 2017 TAX YEAR

Dear Applicant,

Enclosed is your application for the DENVER ELDERLY OR DISABLED REFUND PROGRAM from Denver Human Services (DHS). This program provides a partial refund for the **2017 property tax or rent you have paid**. If eligible, you will receive a payment of at least \$372.00. This instruction sheet provides basic information about eligibility for the refund and what is required to apply. **Please review this information before submitting your application.**

Am I eligible for this program?

To be eligible for the Denver Elderly or Disabled Refund Program you must meet the following criteria:

- You must have turned 65 years of age or older during 2017 OR you must have been disabled for the entire year of 2017; **and**
- You must be the owner of property that you lived in throughout 2017, within the City and County of Denver, and have paid your 2017 property taxes **OR** have paid rent at all properties you lived in throughout 2017, within the City and County of Denver; **and**
- A single applicant must have a total 2017 income of \$15,900 or less (households with two applicants must have a total 2017 income of \$23,200 or less)

What information and documentation is required for my application to be processed?

- Names, dates of birth, social security numbers, and signatures are required for both the applicant and spouse/partner on the application
- A completed Med-9 for the Colorado Aid to the Needy Disabled (AND) program, or a TPQY or BPQY from Social Security, if you are disabled, stating the date the disability began
- Proof of all income received by both you and your spouse/partner
- If you are a renter, copies of your rent receipts for the entire year of 2017; OR your property landlord/owner must either complete the landlord section of the application or provide a letter with the same information
- If married in 2017, a copy of your marriage license
- If your spouse passed away in 2017 or 2018, a copy of the death certificate
- If this is your first time applying for the program, a copy of a valid ID for both you and your spouse/partner



When is my application due?

2017 applications must be submitted between **May 1, 2018 and April 30, 2019.**

Where can I obtain and/or submit my application?

DHS will mail applications to all of those found eligible in the previous year. **After May 1,** you can also obtain an application online at www.denvergov.org/humanservices or at any of the following locations:

- **Denver Human Services Richard T. Castro Center at 1200 Federal Blvd., Denver, 80204**
- **Denver Human Services East Office at 3815 Steele St., Denver, 80205**
- **Denver Human Services Arie P. Taylor Municipal Center (Montbello) at 4685 Peoria St., Denver, 80239**

You can submit your application by dropping it off at any DHS office, or by mailing it to:

Denver Human Services
Elderly or Disabled Refund Program
1200 Federal Blvd.
Denver, CO 80204

If approved, when will I be notified and receive my check?

Applications are processed in the order received. You may be contacted and asked to provide additional documentation. If your application is approved, you will be mailed a check. The assistance payment will not be a credit on your property taxes. Processing your application and mailing your check (if approved) may take several months. Please don't contact DHS to ask about the status of your application until at least six months after you submit your application.



DENVER ELDERLY OR DISABLED REFUND PROGRAM 2017 APPLICATION

The Elderly or Disabled Refund Program provides a partial refund of property taxes (or the equivalent in rent) paid by qualifying Denver residents. To qualify, residents must be 65 years of age or older and income limited or be totally disabled.

To be eligible to receive the 2017 refund, Denver property owners and renters must submit the following application between **May 1, 2018 and April 30, 2019.**

APPLICANT NAME (FIRST, MI, LAST)	DATE OF BIRTH	SOCIAL SECURITY NUMBER
SPOUSE/PARTNER NAME (FIRST, MI, LAST)	DATE OF BIRTH	SOCIAL SECURITY NUMBER
CURRENT MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP CODE)		
PHONE NUMBER	AGE YOU TURNED IN 2017	

CHECK ALL THAT APPLY:

I AM A PROPERTY OWNER I AM A RENTER

I AM MARRIED/LIVE WITH SOMEONE WHO CAN ALSO APPLY* I WAS DISABLED ALL OF 2017 (Documentation/proof required) I WAS WIDOWED IN 2017 OR 2018 (Enclose a copy of death certificate)

*ONLY ONE REFUND CAN BE CLAIMED BY A MARRIED COUPLE, EVEN IF THEY DO NOT LIVE IN THE SAME HOUSEHOLD/DWELLING.

ADDRESSES WHERE YOU LIVED IN 2017 :	DATES LIVED AT THIS ADDRESS:
_____	_____
_____	_____
_____	_____
_____	_____

LIST ALL INCOME AND PAYMENTS YOU RECEIVED IN **2017** AND THE SOURCE OF EACH PAYMENT:

SOCIAL SECURITY INCOME:	\$ _____
OTHER: _____	\$ _____
OTHER: _____	\$ _____
OTHER: _____	\$ _____
TOTAL: \$ _____	

TURN OVER TO COMPLETE APPLICATION



**I AFFIRM THAT THE INFORMATION I'VE PROVIDED ON THIS APPLICATION IS,
TO THE BEST OF MY KNOWLEDGE, TRUE, CORRECT AND COMPLETE.**

Applicant Signature

Date

Spouse/Partner Signature

Date

FURTHER PROOF OF ELIGIBILITY MAY BE REQUIRED TO PROCESS YOUR APPLICATION. PLEASE NOTE, PROCESSING YOUR APPLICATION AND MAILING YOUR CHECK (IF APPROVED) MAY TAKE SEVERAL MONTHS. PLEASE DON'T CONTACT DENVER HUMAN SERVICES UNTIL AT LEAST SIX MONTHS AFTER YOU SUBMIT YOUR APPLICATION.

If you had more than one landlord in 2017, each must provide the information in the next section, along with a name, signature, and phone number.

TO BE COMPLETED BY LANDLORD

Note: either this section must be signed by your landlord, or all of your 2017 rent receipts must be sent in with this application. If you had more than one landlord, you will need to provide all rent receipts for all residences.

I certify the above applicant(s) paid a total of \$ _____ in rent (excluding utilities) in 2017.

Landlord Name and Title

Date

Landlord Signature

Phone Number

TO BE COMPLETED BY DENVER HUMAN SERVICES

Date Application Received: _____

Application Number: _____

Approved

Denied

Reason: _____

Pending

Reason: _____

Letter Sent Date: _____

Processed By: _____

DENVER ELDERLY OR DISABLED REFUND PROGRAM FREQUENTLY ASKED QUESTIONS — 2017 TAX YEAR

Am I eligible for this program?

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What is the definition of a “disabled person”?

For this program, a person is disabled if they were unable to engage in any substantial gainful activity by reason of any physical or mental impairment, determined within a reasonable degree of medical certainty, and who receives a public benefit payment from the Social Security Administration, the State of Colorado, or Denver Human Services (DHS).

What is considered “income”?

Income used to determine eligibility includes, but is not limited to, the following:

- Employment wages
- Child support or spousal maintenance/alimony
- Rental payments
- Cash public assistance
- Federal Social Security benefits
- Pension or annuity benefits
- Veteran benefits
- Taxable and nontaxable interest
- Dividends
- Worker’s compensation payments
- Unemployment compensation payments

Income does not include outright gifts or Medicare payments.

What information/documentation is required for my application to be processed?

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Denver, CO 80204

How much is the assistance benefit?

For 2017 applications submitted between May 1, 2018 and April 30, 2019, the basic assistance amount is \$372. That amount may be increased based on your income.

If approved, when will I be notified and receive my check?

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your application and mailing your check (if approved) may take several months. Please don't contact DHS to ask about the status of your application until at least six months after you submit your application.

I live in a nursing home, am I eligible?

No, nursing home residents are not eligible for this program.

Are owners or renters of mobile homes and/or mobile home spaces eligible for a refund?

Yes, if the spaces are subject to property taxes and those taxes have been paid.

What if I am over 65 or disabled, but my spouse/partner is not?

Only one of you needs to meet that eligibility criteria, so long as all other criteria are met. Both you and your spouse/partner must be included on the application.

Can both my spouse/partner and I each claim refunds on separate applications?

No, only one refund may be claimed by a married couple whether they live in the same or separate dwellings. The same is true for couples who live together and share expenses – only one person should apply for the refund.

Suppose two people (not husband and wife) reside in the same dwelling unit. May both claim a refund?

Yes, if each is renting independently from an owner or if one is the owner and the other is a renter (net rent must be included in owner's income).

I am 63 years old and live in Denver; however, my spouse is 65 or over and lives outside of Denver. Do either of us qualify?

No, because the applicant must qualify by both age and residency.

The eligible applicant died prior to filing an application. Who can apply for a refund?

The deceased person's Personal Representative or Administrator of the Estate may file on behalf of the deceased, providing the deceased was living during the entire year of eligibility. A death certificate and proof of legal status required.

Are there other, similar, benefits available?

Yes, you may qualify for these programs as well. Please note, none of the programs on the following page are provided by DHS. You will need to contact each of these programs separately for information. We can't provide any additional assistance or information about them.

Property Tax, Rent, or Heat Credit

This rebate assists with property tax, rent or heat expenses for the elderly or people with disabilities who are Colorado renters and home owners who meet the following criteria:

- Colorado residents; **and**
- Have total income of less than \$13,608 (or \$18,343 for a couple); **and**
- Age 65 or older; surviving spouse at least 58 years old; or disabled of any age receiving benefits for the full year

Find more information at:

<https://www.colorado.gov/pacific/tax/property-tax-rent-heat-credit-ptc-rebate-file>

Senior and Disabled Veterans Property Tax Exemptions

A property tax exemption is available for seniors who:

- Have owned their home and occupied the property as their primary residence for the past 10 consecutive years or more; **and**
- Are age 65 or older (or are a surviving spouse of a previously qualified senior)

A property tax exemption is available for veterans with disabilities who:

- Are rated as permanently disabled by the U.S. Department of Veterans Affairs; **and**
- Owned and occupied the property as their permanent residence on January 1 of the year in which they are applying for the exemption

Find more information at:

<https://www.denvergov.org/content/denvergov/en/assessors-office>

Property Tax Deferral for Seniors/Active Military Personnel

This program helps military personnel and seniors afford to live in their home by deferring the payment of their property taxes:

- Colorado resident who has owned his/her home and whose property taxes from previous years are paid in full; **and**
- Age 65 or older; **and**
- If the property has a mortgage, the mortgage lender must agree to place the State of Colorado in first position on the lien

Find more information at:

<https://www.colorado.gov/pacific/treasury/senior-and-veteran-property-tax-programs>