



**CITY OF BOULDER
2023 FOOD TAX REBATE APPLICATION**

INSTRUCTIONS FOR COMPLETING THIS APPLICATION

Who Qualifies - To be eligible to receive a refund, applicants must:

- Meet financial eligibility guidelines below
- **and** have been a resident of Boulder for the entire 2022 calendar year
- **and** qualify as one of three categories:
 - age 62 or over for the entire 2022 calendar year; or
 - a person with a disability; or
 - a family with children under 18 years of age in the household for the entire 2022 calendar year.

Boulder Housing Partners: Residents of income qualified Boulder Housing Partners properties who sign a records release form can skip some parts of the application, since some of the documentation required has already been verified by BHP. Please read the instructions on page 2 carefully to determine what documentation is required to qualify for the rebate.

Financial Eligibility Guidelines for the Food Tax Rebate Program can be found below. Income for this program means Total Income (line 9) from the 2022 Federal 1040 tax form or total income from all sources if you are not required to file an income tax return.

| Family Size | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------------|----------|----------|----------|----------|----------|----------|----------|----------|
| Income Limit | 43,900 | 50,200 | 56,450 | 62,700 | 67,750 | 72,750 | 77,750 | 82,800 |

Application period - The application period opens March 1, 2023; and closes June 30, 2023. To accommodate ongoing safety guidelines related to the COVID 19 pandemic, many City facilities are closed to the public. Please return this application and supporting documents by mail if possible. If necessary, applications can be returned in person by appointment. Call 720-955-8486 to make an appointment. Mailed applications must be postmarked by June 30, 2023. Applications must be complete and include all necessary documentation by the deadline. **No late applications or documentation will be accepted.**

| | |
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| Applications can be mailed to: | Food Tax Rebate Program 1101 Arapahoe Ave Boulder, CO 80302 |
| Completed applications may be hand-delivered by appointment if necessary. Please call the program administrator at 720-955-8486 to make an appointment. | Appointments will be held at the New Britain Building: 1101 Arapahoe Ave. Boulder, CO 80302 |

DOCUMENTATION - To receive the rebate, applicants must provide the documentation listed below.

- **Proof of Residency** - Applicants must have lived in the City of Boulder continuously from Jan. 1, 2022 through Dec. 31, 2022. BHP can verify your residence. If you resided in the city for all of 2022, but only lived with BHP for part of the year, further proof will be required showing city residence, which may include
 - a lease
 - a completed “Landlord Affidavit” which can be provided by calling the program administrator at 720-955-8486
 - documentation of receiving services from a city-recognized homelessness services agency.

- **Proof of Income** – Residents of BHP properties are income qualified by BHP, and this information can be provided by BHP. **However, if you are applying as a family with children, a copy of your 2022 Federal Tax return is required.** Your tax return will be used to show your dependent(s). If you were not required to file a federal tax return for 2022, we can accept other proof of your status as a family with children.

- **Proof of Category** –
 - **Families with children** applying for the family rebate should demonstrate qualifying dependents listed on the Food Tax Rebate Application form must be claimed as dependents or qualifying child for head of household on your federal income tax return. If you were not required to file a federal income tax return for 2022, you must provide copies of birth certificates. Children of separated or divorced couples must have lived in the City of Boulder for all of 2022.
 - **Persons with Disabilities** can provide proof of Supplemental Security Income or Social Security Disability income or produce a letter from a physician stating that the individual has a disability as defined by the federal Americans with Disabilities Act. If you have received a Food Tax Rebate before, proof of disability status does not have to be provided again.
 - **Older Adults** must have been at least 62 years of age for all of 2022. Proof of age may include: a state issued I.D., a driver’s license, a passport, a birth certificate, or military I.D. If you have received a Food Tax Rebate before, proof of age does not have to be provided again, however a valid copy of your ID must be on file to complete your application. If the identification on file from a previous application has expired, we will ask for a valid form of ID.

Before you return the application: To ensure the fastest processing time, please make sure the application is returned with all required documentation. If an application is missing a piece of documentation, we will attempt to contact you to request the required documentation. Please make sure that all necessary paperwork is signed and dated. Any missing signatures will need to be obtained before the rebate can be processed. Rebates will be mailed to households as applications are approved, please be aware that processing times for applications can be variable and may require up to several months. To inquire about the status of a rebate, please call the program administrator at 720-955-8486.



CITY OF BOULDER
FOOD TAX REBATE APPLICATION
 (For rebate of taxes from 2022)

Please check one:

Family with children under the age of eighteen (18) for all of 2022: rebate - \$302

**IF YOU ARE APPLYING AS A FAMILY WITH DEPENDANTS:
 PLEASE FILL OUT THE 'FAMILY MEMBERS' SECTION OF
 THIS APPLICATION ON PAGE 4**

Individual with a disability: rebate - \$99

Older Adult - must have turned 62 on or before January 1, 2022: rebate - \$99

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|------------------|
| Staff Use |
| [] |
| [] |
| [] |
| BHP [] |

For information or assistance call 720-955-8486. Please print legibly.

| | | | | |
|--------------------------------------|---------------|--------------|--|----------------|
| Last Name | | First Name | | Middle Initial |
| Street Address (Do not use P.O. Box) | | | | Apt. or Unit # |
| City | State | Phone Number | | Zip Code |
| Date of Birth | Email Address | | | Today's Date |

OATH OF APPLICANT

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I hereby grant my permission to City of Boulder staff to verify my federal income tax return and to have information released to them.

| | |
|-----------|------|
| Signature | Date |
|-----------|------|

RECORDS RELEASE

I hereby grant permission to Boulder Housing Partners (BHP) to release information to City of Boulder staff regarding my low-income status, dependent(s) and residency status in order to qualify for the food tax rebate

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|-----------|------|
| Signature | Date |
|-----------|------|

WE CANNOT PROCESS UNSIGNED APPLICATIONS

FAMILY MEMBERS

Please only fill out the section below if you are applying as a family with at least one child under the age of 18 for all of 2022

| Name | Date of Birth | Name | Date of Birth |
|------|---------------|------|---------------|
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| | | | |

Mailing address (if different from Street Address)

| | | | |
|-----------------|-------|--|----------------|
| Mailing Address | | | Apt. or Unit # |
| City | State | | Zip Code |

FOR CITY STAFF USE ONLY

| | | |
|---------------------------------|--------------------------|--|
| _____ Date Application Received | <input type="checkbox"/> | Completed application received or postmarked on or before June 30, 2023. |
| _____ Date Application Approved | <input type="checkbox"/> | Proof of Residency |
| _____ Application Approved by | <input type="checkbox"/> | Proof of Income |
| | <input type="checkbox"/> | Proof of Category |