



Application for Property Tax Rebate

Eligibility Guidelines:

- Applicant must be the current owner and occupant of the home
- Age 65 or older, or a disabled veteran with 100% or more military disability
- Total household income at or below the HUD Very Low Income Guidelines for 2024
*Household income includes 100% of Social Security and SSI Benefits.
 Does not include Social Security Disability or SSI Disability Payments*
- County Appraised value of home does not exceed **\$350,000**
- Home cannot be used as a short-term rental

To Apply:

- Between Jan 15, 2025 and April 15, 2025 submit this application and proof of income for all household members to the County Clerk’s Office in person, by mail, or email
 Address: 1100 Massachusetts St., Lawrence, KS 66044
 Email: PropertyTaxRebate@douglascountyks.org

2024 HUD Very Low Income Guidelines

Household Size	Total Household Income
1	\$35,700
2	\$40,800
3	\$45,900
4	\$51,000
5	\$55,100
6	\$59,200
7	\$63,250
8	\$67,350

Total gross income includes, but is not limited to: wages, interest and dividends, Social Security and SSI, railroad retirement, veterans benefits, pensions and annuities, unemployment, alimony, welfare and TAF

Proof of income accepted:

- Form 1040 – U.S. Individual Income Tax Return for 2024
- If you are not required to file a Federal Tax Return; Form SSA-1099 – Social Security Benefit Statement for 2024 will be accepted
- Disabled Veterans must submit a copy of their Veterans Affairs Award Letter showing disability rating

COMPLETE THIS SECTION

PROPERTY INFORMATION				
Owner Name				
Address		City	State	Zip
Email Address			Phone Number	
MAILING ADDRESS IF DIFFERENT FROM PHYSICAL ADDRESS				
Address		City	State	Zip
OWNER INFORMATION				
Date of Birth	Disabled Veteran <input type="checkbox"/> Yes <input type="checkbox"/> No	% Disabled	# Of People in Household	Total Household Income \$

By signing below, I certify all information provided is true and correct to the best of my knowledge

 Signature of Applicant

 Date

OFFICE USE ONLY

Property ID:	Appraised Value:
Total Tax: \$	County Portion of Tax: \$
Paid: Y N	Application Eligibility: Eligible Ineligible
Ineligibility Reason:	



Property Tax Rebate Pilot Program

For low-income seniors & disabled veterans



Project Name: Property Tax Rebate Pilot Program

Project Team:

- Sarah Plinsky, County Administrator
- Jill deVries Jolicoeur, Assistant County Administrator
- Jamie Shew, Clerk
- Adam Rains, Treasurer
- Marni Penrod, Chief Deputy County Clerk
- Brad Eldridge, County Appraiser
- Cammy Owens, Budget Manager
- Stacy Kurtz, Director of Taxation and Accounting
- Candice Norman, Account Clerk IV
- Jake Broadbent, Management Analyst

Project Statement: To create and implement a one-year property tax rebate pilot program for Douglas County low-income seniors and disabled veterans.

Eligibility Criteria:

- Resident of Douglas County
- Own and occupy home
- Home is not used as a short-term rental
- Age 65 or older, or disabled veteran (100% or more military disability)
- Maximum home appraised value of \$350,000
- At or below HUD's Very Low Income Limits (chart below), including 100% Social Security and SSI. Excludes Disability payments



FY 2024 Income Limits Summary

FY 2024 Income Limit Area	Median Family Income Click for More Detail	FY 2024 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Lawrence, KS MSA	\$102,000	Very Low (50%) Income Limits (\$) Click for More Detail	35,700	40,800	45,900	51,000	55,100	59,200	63,250	67,350
		Extremely Low Income Limits (\$)* Click for More Detail	21,450	24,500	27,550	31,200	36,580	41,960	47,340	52,720
		Low (80%) Income Limits (\$) Click for More Detail	57,150	65,300	73,450	81,600	88,150	94,700	101,200	107,750

Specifications:

- Application period from January 15 through April 15, 2025
- Program funded for \$500,000 through the County General Fund
- Up to \$300 maximum rebate payment per household on County Portion of Tax
 - 1,666 applications or less = \$300 rebate payment per application or County Portion of Tax, whichever is less
 - Applications exceed 1,666 = rebate payment allocated among applicants, not to exceed County Portion of Tax or \$300

Application Process (see attached sample application):

- Complete and submit the “Application for Property Tax Rebate” between Jan 15, 2025, and April 15, 2025, along with proof of income for all household members.
- Applications will be accepted by mail, email, web form, or in-person.
- Application forms will be available online and upon request by phone, email, or in-person at the County Clerk’s Office.

Timeline:

- Spring 2024: Project is introduced to BOCC by County Administrator and approved



- June 1 – September 30, 2024: Project team works to develop plan for implementation
- Fall 2024:
 - Website published with specifics of DGCO program;
- Fall/Winter 2024: Weekly Manager’s Memo item on the program
- January 15: Press/social media release announcing the program is open for applications
- January – April 2025: Application window
- April 15 – May 10: Application review process
- June/July 2025: Rebate payments mailed to applicants