

# Memorandum

To: Town Council

From: Jamie Hellen

Re: Municipal Veteran's Assistance Fund

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A new state law, Chapter 141 of the Acts of 2016, passed by the Legislature and signed by the Governor this past July allows cities and towns to accept a state statute to create a Municipal Veteran's Assistance Fund.

The fund is intended to allow the Treasurer-Collector to add a check box of buck slip into property tax bills to allow residents to make donations into the fund for three purposes only:

1. Transportation
2. Food
3. Heat and oil assistance

The law also requires the city or town establish guidelines and an application process for veteran's to apply for assistance. See attached sample, draft guidelines and application from the Veteran's Services Officer.

If approved by the Council, the Treasurer-Collector will send out notice of the fund on the first property tax bill of 2017 as an introduction to the fund and an opportunity to make a donation. A second notice will go out in September 2017. In each subsequent year, only the September tax bills will have the donation slip in the property tax bills. The slip will only be incorporated in the property tax bills and will not be in excise tax bills. The staff felt we did not want to inundate the public too much and decided once a year. Individuals or other entities can make donations to the fund year round. A sample, draft buck slip is attached to this memo.

The cost is \$260.00 for one mailing to all taxpayers.

Payment options will include online, in person at the Senior Center or to the VSO in the Senior Center.

As always, I'm available for any questions.

## Franklin Municipal Veteran's Assistance Fund

On October 19, 2016, the Franklin Town Council accepted the provisions of a new state law that allows the Town of Franklin to establish a Municipal Veteran's Assistance Fund. The funds raised will go toward three approved uses outlined in the state law – food, transportation, heat and oil – to assist Veteran's in need within the Town of Franklin. Funds are distributed to qualifying Franklin Veteran's through the Town's Veteran's Services Officer. Please see the back of this slip for payment options. Any questions may be directed to the Veteran's Services Department at 508-520-4973. We thank you for your support.

Individuals should consult with their tax consultant on tax deductible status

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There are three ways to make a donation:

1. Online: [www.franklinma.gov/onlinepayments](http://www.franklinma.gov/onlinepayments)
2. Check/Money Order: Please send payments to Franklin Municipal Veteran's Assistance Fund, 10 Daniel McCahill St, Franklin, MA 02038
3. In-person: Please visit the Veteran's Services Department at the Franklin Senior Center to make a donation in person.

**Make all checks and money orders payable to:  
Town of Franklin MVA Fund**

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# Franklin Municipal Veterans' Assistance Funds

## Requirements (Will follow 108 CMR 3.00 as closely as possible)

Residence: Veterans Service Officer (VSO) will make determination of the residence of an applicant

Military Service Requirements: Person must meet the eligibility requirements contained in M.G.L. c. 115 sections 1 & 6A. Discharge must have been under Honorable conditions.

Eligible Dependents: Spouse of the veteran; widow or widower of the veteran.

Documentation: The VSO may require any documentation deemed necessary to determine the eligibility and need of an applicant. These documents may include: lease, property tax bill or other documentation to determine residency; marriage license and or death certificate, separation decree, order for support, order for separate maintenance; birth certificate or adoption record; financial institution records; expense estimates and all other documents which the VSO may require.

## Guidelines

- Funds will be paid to the service provider, not to the applicant.
- Funds will be provided for emergency/unusual expenses or circumstances.
- Assistance provided will be determined by the VSO. It is expected that the applicant will provide a portion of the expense.
- Repetitious requests will be approved only in extreme situations.
- Fuel assistance will be considered only after all other sources have been utilized.
- Transportation assistance will require pre-approval.
- Assistance for food will be based upon the verified number of dependents living in the household. The amount per person will be set at \$50 per week. Assistance will be provided for two weeks under usual situations.

"The Town of Franklin reserves its right to alter these guidelines at any time without prior notice."

# Application for Assistance Franklin Municipal Veterans Assistance Funds

APPLICANT:

ADDRESS:

PHONE:

EMAIL:

DATE:

REQUEST:

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

VETERAN SERVICE OFFICER DECISION: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



Sponsor: Administration

**TOWN OF FRANKLIN**

**RESOLUTION 16-62**

**LOCAL ACCEPTANCE OF G.L. CHAPTER 60, SECTION 3F**

**WHEREAS**, Section 12 of Chapter 141 of the Legislative Acts of 2016 added Section 3F to G.L. Chapter 60 and said Section 3F provides that any municipality which accepts its provisions may establish and fund a municipal veterans' assistance fund with voluntary taxpayer contributions for support of veterans and their dependents in need of immediate assistance with food, transportation, heat and oil expenses, as further provided in said statute.

**NOW BE IT ORDERED** that the Town of Franklin, acting by and through its Town Council, hereby accepts the provisions of G.L. Chapter 60, Section 3F, added by Section 12 of Chapter 141 of the Legislative Acts of 2016.

This Resolution shall become effective according to the rules and regulations of the Town of Franklin Home Rule Charter.

**DATED:** \_\_\_\_\_, 2016

**VOTED:**  
**UNANIMOUS** \_\_\_\_\_

**A True Record Attest:**

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**Teresa M. Burr**  
**Town Clerk**

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

\_\_\_\_\_  
**Judith Pond Pfeffer, Clerk**  
**Franklin Town Council**