

Claim Your City's 2023 Property Tax Relief Grant

Background: In 2023, Governor Brian Kemp signed into law HB 18 that would provide \$950 million in property tax relief to homeowners by reducing the assessed value of Georgia qualified homesteaded properties up to \$18,000. This one-time credit is known as the Property Tax Relief Grant, or [Homeowners Tax Relief Grant \(HTRG\)](#). Cities are eligible to receive a credit from the Georgia Department of Revenue in the amount of property tax relief provided to qualifying homeowners. **Your city will not be awarded the HTRG credit until all required steps are complete.**

Follow these instructions to claim your city's HTRG credit:

- 1) Go to DOR's County Tax Digest Submission Package:
<https://dor.georgia.gov/local-government-services/digest-compliance/county-tax-digest-submission-package>.
- 2) Download the PDF document titled "PT-553M HTRG Certification for Municipality and Independent School." *Note that there is a separate form for counties.*
- 3) In the PDF, complete page 4 (PT-553M) and page 6 (PT-553M Summary). **In short, DOR needs the number of qualified homesteads, the total tax relief amount granted in assessed value and tax dollars, and any adjustments (see step #5).**
- 4) Assemble the following three items, which must accompany the PT-553 forms.
 - a. PT-38 "City & Independent School Millage Rate Certification for Tax Year 2023" filed in 2023. This can be downloaded from <https://dor.georgia.gov/local-government-services/digest-compliance/county-tax-digest-submission-package>.
 - b. Two (2) copies of sample tax bills:
 - i. One showing the credit allowed with the required Governor's statement.
 - ii. One showing no credit.
 - c. Copy of your Service Bureau or In-House System computer printout totals used for the completion of this form showing the count, value, and dollar amount.
- 5) Upon submission and payment of the 2023 HTRG, any adjustments made to the 2023 tax digest can be filed using the PT-553CA form. The total adjustments from the PT-553CA form will be entered into column 6 of the PT-553M for funding or refunding of HTRG credit.
- 6) Ensure PT-553M is signed and dated by the Mayor or City Clerk representing the taxing authority certifying the grant information.
- 7) Email the forms (local.government.services@dor.ga.gov) or print and mail to the Department of Revenue:

Georgia Department of Revenue
Local Government Services Division
4125 Welcome All Road SW
Atlanta, Ga. 30349

Deadline: While there is no hard deadline, this funding was part of the state's FY2023 budget and will eventually go away. Cities should request their credits and/or adjustments **this digest cycle.**

Contact: If you have any questions, please contact Pam Helton, GMA Director of Member Services, at (478) 232-0939 or [pkelton@gacities.com](mailto:phelton@gacities.com). You can also contact DOR's Local Government Services division, Missy Dove, at melissa.dove@dor.ga.gov.