

SAN FRANCISCO
HUMAN SERVICES AGENCY

San Francisco Working Families Credit

Application
Tax Year 2024

The Working Families Credit (WFC) helps San Francisco families keep more of what they earn.

Receive an additional credit of up to \$250 if you claim the federal EITC or the California EITC.

Remember! You can qualify with an ITIN if you received the California EITC!

Due April 15, 2025

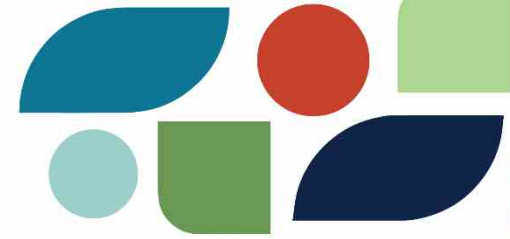
Complete and return this form or take it to your preparer when you file your taxes.

Apply online

Free tax preparation services are available to low- to moderate-income households in San Francisco.

- To find free tax service locations and download WFC applications visit:

 **SFHSA.org/FreeTaxHelp**



WITH YOU ON LIFE'S JOURNEY

San Francisco Human Services Agency supports individuals, families, and communities with food, health care, financial, employment, child care, and protective services.



Contact us today to learn about how we can help you:

(415) 557-5000 | 170 Otis St., San Francisco, CA 94103 Monday – Friday 8:00 a.m. - 5:00 p.m.

與您一起生活

三藩市人類服務局為個人、家庭和社區提供食品、醫療保健、財務、就業、兒童保育和保護服務。

與我們聯絡,看我們如何幫你

至電: (415) 557-5000 | 拜訪: 170 Otis St. San Francisco, CA 94103 | 辦公時間: 星期一至星期五, 上午八點至下午五點

CONTIGO CUANDO LO NECESITES

La Agencia de Servicios Humanos de San Francisco apoya a individuos, familias y comunidades con servicios de alimentación, atención médica, finanzas, empleo, cuidado infantil y de protección.

Contáctanos hoy para poder ayudarte.

Llama al: (415) 557-5000 | Visítanos en: 170 Otis St. San Francisco, CA 94103 | Horario: Lunes - Viernes, 8:00 a.m. - 5:00 p.m.





APPLICATION FOR SAN FRANCISCO WORKING FAMILIES CREDIT
THIS APPLICATION MUST BE SUBMITTED OR POSTMARKED BY APRIL 15, 2025 TO BE CONSIDERED.

AM I ELIGIBLE? *FINAL ELIGIBILITY WILL BE DETERMINED BY THE CITY AND COUNTY OF SAN FRANCISCO.

Complete this checklist to determine your eligibility for the credit.

- 1.a) I am claiming the federal Earned Income Tax Credit and have included a copy of my federal tax return with this application.
1.b) Or: I have an ITIN, I am claiming the California Earned Income Tax Credit, and I have included a copy of my state tax return with this application.
2. (If married), my spouse is not applying for the Working Families Credit this year.
3. I claimed at least one qualifying dependent child on my tax filing who is either: A) under age 19; under age 24 and a full-time student; or C) permanently and totally disabled.
4. I am a current San Francisco resident and I was a San Francisco resident at the time of my tax filing.

If you answered FALSE to any statement above, STOP. You cannot apply for the credit.

LAST NAME: (PLEASE print in CAPITAL letters)

Grid for last name input

FIRST NAME: (PLEASE print in CAPITAL letters)

Grid for first name input

MI

MI input box

SOCIAL SECURITY NUMBER:

Grid for social security number input

SPOUSE'S LAST NAME: (If filing taxes jointly)

Grid for spouse's last name input

SPOUSE'S FIRST NAME:

Grid for spouse's first name input

SPOUSE'S SOCIAL SECURITY NUMBER:

Grid for spouse's social security number input

PHONE NUMBER:

Grid for phone number input

ADDRESS:

Grid for address input

CITY:

Grid for city input

STATE:

Grid for state input

ZIP:

Grid for zip input

DATE OF BIRTH (MM / DD / YYYY):

Grid for date of birth input

E-MAIL ADDRESS:

You may receive your credit in the form of a check or by direct deposit.

- I would like to receive up to \$250 direct deposited to my bank account. * You must mark the type of account being used:
- Checking account (You must attach a VOIDED CHECK, a copy of your BANK STATEMENT, or an OFFICIAL DIRECT DEPOSIT FORM.)
- Savings account
I would like to receive a check up to \$250.

Bank Routing Number:

Grid for bank routing number input

Account Number:

Grid for account number input

*IF THERE IS A CHANGE TO YOUR BANK ACCOUNT INFORMATION, YOU MUST CONTACT THE WFC PROGRAM TO ENSURE YOU RECEIVE THE FULL CREDIT.

How did you hear about the Working Families Credit? Please mark all that apply:

- Online website, Bus Ad, Social Media, Mailer / Postcard, Friend / Family, Poster / flyer, Free Tax Preparer, Paid Tax Preparer

Certification

- To the best of my knowledge the information provided on this application is true and correct. I understand that the City and County of San Francisco may verify the information using my tax transcript from the Internal Revenue Service.
I know that Working Families Credit benefits may be denied if any information on this application is found to be untrue or is left off the application.
I understand that receipt of the credit is subject to availability of funds.

Applicant's Signature

Date

Grid for date input



APPLICATION FOR SAN FRANCISCO WORKING FAMILIES CREDIT

WHAT IS THE WORKING FAMILIES CREDIT?

The Working Families Credit is a commitment by the City of San Francisco to help families who qualify for the federal Earned Income Tax Credit (EITC) – or the California Earned Income Tax Credit (CalEITC) if they have an Individual Taxpayer Identification Number (ITIN) – to keep more of what they earn. Eligible families will receive a Credit up to \$250 from the City in addition to their federal EITC or CalEITC payment, subject to available funds. This credit will not count as income for determining eligibility for most public benefit programs. Like last year, families that received the credit before can receive it again this year.

Remember: families that file taxes using an ITIN and qualify for the CalEITC are eligible for the Working Families Credit.

INSTRUCTIONS

Step 1: Check if you are eligible

You are eligible if you meet **all six** of the criteria below:

1. You earned less than **\$66,819 in 2024** if you filed your taxes using a Social Security Number (SSN) **or \$30,000** if you filed your taxes using an Individual Taxpayer Identification Number (ITIN).
2. You claim and qualify for either (A) the federal EITC, if you filed your taxes using a SSN, or (B) the CalEITC, if you filed your taxes using an ITIN.
3. If married, your spouse is not applying for the Working Families Credit this year.
4. You are claiming at least one qualifying dependent child on your tax filing who is either: A) under age 19, B) under age 24 and a full-time student, or C) permanently and totally disabled.
5. You live in San Francisco.
6. You have filed taxes by the April 15th deadline.

Step 2: Complete the application

Complete and sign the application form on page 3. You can complete the application yourself or have a tax preparer complete it for you. For help completing the application, call 211 to find a FREE tax preparation site near you!

You can also submit an online application at www.sfhhsa.org/applyWFC or download and print paper copies.

Step 3: For direct deposit to a checking or savings account, you must mark the correct boxes on page 3 and provide the complete routing number and account number in the spaces provided. For direct deposit to a **checking account**, you must **attach a voided check**, a copy of your **bank statement**, or a **direct deposit form** from your financial institution (bank, credit union, or prepaid card company) to your application. If you want a direct deposit to a savings account, contact your bank or credit union for the routing number for receiving an electronic deposit from a third party.

Step 4: Submit by April 15, 2025 and include a copy of either (A) your federal tax return, if you filed using a SSN, or (B) your state tax return, if you filed using an ITIN. Send your completed application and a copy of your tax return to:

City and County of San Francisco - HSA - WFC Program

PO Box 7988

San Francisco, CA 94120

Or deliver to HSA, 170 Otis Street, reception desk (first floor), or any free tax preparation site in San Francisco.

Applications must be postmarked or delivered by April 15, 2025.

Step 5: Receive your Working Families Credit in May. If your application is successful, you will receive your Working Families Credit in May 2025, subject to availability of funds.

For more information about the WFC Program, leave a voicemail at 415-557-6284 or send an email to wfc@sfgov.org