



July 11, 2023

Dear Taxpayer:

Thank you for your interest in donating to a qualifying Colorado Homeless Contribution Income Tax Credit (HCTC) project. HCTC provides a state income tax credit to Colorado taxpayers who contribute to eligible homelessness-related projects within Colorado. This is a new tax credit that began January 1, 2023.

With this new program comes new policies, processes, and procedures. In regards to HCTC, we would like to specifically address the personal information that is required to receive the tax credit. Colorado statute (C.R.S. 39-22-548) requires an individual taxpayer's full Social Security Number and other personal identifying information to be included on the tax credit certificate. A Colorado Tax ID is not an acceptable replacement for the Social Security Number on the certificate. The Social Security Number and other personal information is used by the Colorado Department of Revenue to verify identity at the time a donor files their taxes.

The Division of Housing staff have taken measures to ensure all data privacy laws and best practices are followed while administering this program. All Personal Identifiable Information (PII) within the Salesforce database, which includes all submitted contribution information, and tax certificate production will be encrypted both at rest and in transit. For more information on data privacy within HCTC, please visit the Data Privacy section in the HCTC Taxpayer Handbook.

For more information regarding the Homeless Contribution Tax Credit, please visit <https://cdola.colorado.gov/hctc>. On this website, you will be able to view House Bill 22-1083 where this requirement is written and more details regarding the program.

If you have any questions or concerns, please reach out to the main point of contact at the participating organization you are interested in donating to. If any questions or concerns need to be brought to the Division of Housing staff, your point of contact will do so and will get back to you with answers or feedback as soon as possible.

Sincerely,

Homeless Contribution Income Tax Credit Program Staff
Division of Housing
Colorado Department of Local Affairs

