

P+P TAX TIP: RENTER'S CREDIT

Overview:

Nearly everyone at the tax clinic plays a role to communicate renter's credit changes to customers and support them through the new process. Read on to learn more about the roles, the suggested approach to missing CRPs, and TaxSlayer data entry.

Resources:

Laminated half sheet at front desk and preparer stations, and customer envelope, which notes combined refund on front and detailed explanation of changes on back.

Your Role in supporting renters

CSVs	Preparers	Reviewers	Managers
<p>During screening, check that renters have all CRPs. Treat missing CRPs like missing W-2s:</p> <ul style="list-style-type: none"> Troubleshoot – can they get a copy or photo for their current appointment? If not, reschedule them. Loop in a manager if needed. <p>At checkout, point out changes on the customer envelope.</p>	<p>Ensure renters have all CRPs. Troubleshoot as needed.</p> <p>Explain changes to customers.</p>	<p>Check the small box (seen below) on the customer envelope to indicate that the state refund includes the Renter's Credit.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>\$ _____ Minnesota</p> <p><input type="checkbox"/> Includes Renter's Credit</p> <p style="color: teal;">Incluye Crédito para Inquilinos</p> </div>	<p>Support CSVs and preparers to troubleshoot missing CRPs.</p> <p><i>As a last resort, discuss the Amendment Request Process with the taxpayer.</i></p>

LAST RESORT: Amendment Request Process

Before preparers and CSVs recommend the amendment request process, they should troubleshoot missing CRPs, offer to reschedule, and then loop in a manager if needed.

Managers will determine if the taxpayer's situation warrants filing the M1 without the CRPs and giving the customer the next steps for finishing the Amendment Request.

Why are amendments a last resort?

- Delayed refund (Renter's Credit portion) for several months
- Extra steps/expense for main office staff to process and mail paperwork to customer
- Customers may forget to send us the CRP or mail amendment form to MN Revenue

Where to find the renter's credit amount

Open the PDF of the return by going to **Summary/print, Print Results**, and then clicking **Print your 2024 Tax Return**. Find the Renter's Credit amount in 2 spots:

1. M1REF, line 4

4	Renter's Credit (enclose Schedule M1RENT)	4 ■	1830
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2. M1RENT, lines 12 or 16

12	Using the amounts from lines 9 and 11, find the amount from the renter's refund table and enter the result here. If you had an amount on line A of your CRP, continue to line 13. Otherwise, include the amount from this line on line 4 of Schedule M1REF	12 ■	1830
13	Total amount from line A of all CRPs	13 ■	
14	Add lines 5 and 13.	14	
15	Divide line 5 by line 14 (round to the nearest five decimal places)	15	
16	Multiply line 12 by line 15. Enter the result here and on line 4 of Schedule M1REF.	16 ■	

TaxSlayer data entry for the Renter's Credit

1. Go to the **State Section**
2. Click the **Pencil** to enter the **Minnesota Return**
3. Find **Credits** and click **Edit/Begin**
4. Find **Renter's Credit (Schedule M1Rent)** and click **Begin**
5. Select Disabled Status
6. Finally, click **Begin** under **Enter Form MN-CRP received** to enter all CRP data

(For details on various renter situations, see pages 159-163 in the Volunteer Tax Manual.)

The screenshot shows the 'State Return' navigation menu on the left and the main content area on the right. The menu items are: Basic Information, Federal Section, Health Insurance (marked with '1.'), State Section (highlighted with a red box), Summary/Print, E-file, 2024 Amended Return, Your Office, Create Customer Portal, Help & Support, and Save & Exit Return. The main content area is titled 'State Return' and includes a yellow warning box, a '+ Add Another State Return' button, and a table with columns 'State' and 'Return Type'. The table contains one row for 'Minnesota' with 'Resident' as the return type and a '+ Property Tax Refund' button. A pencil icon (marked with '2.') is highlighted with a red box next to the Minnesota row. A 'CONTINUE' button is at the bottom right.

The screenshot shows the 'Minnesota Return' menu with the following items: Introduction (Need-to-know MN tax info) with a 'BEGIN' button; Basic Information (Personal info needed for MN return) with an 'EDIT' button; Minnesota Property Tax Rebate M1PR (Only accessible after exiting MN main menu) with a 'BEGIN' button; Additions to Income (Adjustments for income taxed by MN but not the federal government) with a 'BEGIN' button; Subtractions from Income (Adjustments for income taxed by the federal government but not MN and other MN deductions) with a 'BEGIN' button (marked with '3.'); and Credits (State-specific tax credits) with an 'EDIT' button (highlighted with a red box).

The screenshot shows the 'Minnesota Return Credits' section. It has 'BACK' and 'CONTINUE' buttons. Below is a blue box stating: 'Below you will find available credits for your Minnesota State Return. Select any and all that apply to your tax return.' The credits listed are: Claim of Right Credit (\$), Short Line Railroad Infrastructure Modernization Credit (\$), Credit for Sales of Manufactured Home parks to Cooperatives (\$), Working Family Credit (Schedule CWFC) with an 'EDIT' button (marked with '4.'), and Renter's Credit (Schedule M1Rent) with a 'BEGIN' button (highlighted with a red box).