



Tenant Hotline

Phone: 612-728-5767

Online: [homelinemn.org/email](mailto:homelinemn.org)

Overview of New Laws: Certificates of Rent Paid and Renters' Credit

January 17, 2024 – 1:30-3:00pm

MN Department of Revenue, Jessica Delcid, Jake Feneis, Patrick Donohue

MN Budget Project, Nan Madden

HOME Line Housing Attorney, Rachael Sterling

What is HOME Line?

- HOME Line is a statewide nonprofit organization providing free legal, educational, and advocacy services to Minnesota renters. We have advised over 300,000 renters since 1992.
- Our primary program is a free and confidential legal hotline any Minnesota renter can contact us to receive legal advice specific to their situation, in 4 languages.
- HOME Line has a staff of 32, including attorneys, tenant advocates, and tenant organizers. We also rely on volunteers and interns.



What is HOME Line?

HOME Line Tenant Hotline:

612-728-5767

Toll-free: 866-866-3546

- Para Español, llame al 612-255-8870
- Af- Soomaali wac 612-255-8860
- Hais lus Hmoob, Hu 612-255-7104
- Online: homelinemn.org/email



Upcoming Webinar

Proposed Landlord-Tenant Law Reforms for the
2024 Legislative Session

February 21, 2024, 1:30-3pm

We will be joined by HOME Line Policy Director Michael Dahl and Policy Attorney Larry McDonough who will discuss the proposed reforms for the 2024 Legislative Session.

Housekeeping

- This session is being recorded and will be available on HOME Line's website in a few days
- Please ask questions through the Q&A function located at the bottom of the Zoom window



Renters' Credit changes in the 2023 tax bill

Nan Madden

Minnesota Budget Project

January 17, 2024

Renters' Credit overview

- A property tax refund for low- and moderate-income renters
- About 295,000 Minnesota households received the Renters' Credit in tax year 2021
- \$216 million in resources to Minnesota renters
- Average refund \$731
- Over 60 percent have household incomes \$40,000 or less
- 30 percent included seniors and/or people living with severe disabilities
- Separate application process

Renters' Credit Changes in 2023

- One-time 20.6 percent increase in refund amounts
- About 312,000 households expected to benefit
- \$48 million additional refunds to renters; Average increase: \$155

Renters' Credit Changes in 2025

1. Change the process and timing to apply
2. Simplify the definition of income

Renters' Credit Changes in 2025

Current	2025
Apply through separate property tax refund process	Apply through state income tax system
Use complex "Household income" definition	Use simpler "Adjusted gross income" definition
Applications due Aug 15; Refunds typically paid in summer/fall	Applications due Apr 15; Refunds typically paid in spring

Positive impacts of 2025 changes

- \$135 million annual overall increase in cash resources to renters
- More people receive the credit
 - Estimated 119,000 renters currently eligible but not claiming the credit - are expected to start claiming it
 - 33,000 households become newly eligible
- Many see larger credits
 - About half of renters expected to receive an average \$204 increase
- Simpler definition of income makes it easier to apply and process
- Renters get these resources sooner

Challenges

- Folks need to adapt their family budgets to the new timing
 - Culture shift for folks used to getting their refunds in summer/fall
 - Renters' credit will be part of their income tax refund – no longer a separate check
- Folks who currently *only* file for Renters' Credit need to transition to income tax filing
- 5% of folks will have smaller credits because of change in income definition (average \$64 smaller)

Thank You!

CONNECT WITH US

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[@mnbudgetproject](https://twitter.com/mnbudgetproject)





HOME Line Certificate of Rent Paid

Jessica Delcid | Volunteer Outreach Coordinator

Jake Feneis | Outreach Supervisor

Pat Donohue | e-Services Training Coordinator

- Basic Requirements for Landlords
- Changes to the CRP and landlord requirements
- Completing and submitting CRPs in e-Services



Jessica Delcid
Volunteer Outreach Coordinator
Income Tax and Withholding Division

This presentation is for educational purposes only and does not provide tax advice. It is meant to accompany an oral presentation and not to be used as a standalone document.

This presentation is based on the facts and circumstances being discussed, and on the laws in effect when it is presented. It does not supersede or alter any provisions of Minnesota laws, administrative rules, court cases, or revenue notices.

If you have any questions, contact us at 651-296-3781 or individual.incometax@state.mn.us

- Basic Requirements for Landlords
 - What is a Certificate of Rent Paid (CRP)?
 - What is the landlord requirement?
 - How to complete a Certificate of Rent Paid (CRP)
 - What resources are available to you today?

Certificate of Rent Paid (CRP)

- A form property owners or managing agents provide to tenants
- Issued as proof of rent paid during the rental period
- Needed to apply for the Renter's Property Tax Refund

Certificate of Rent Paid

- CRPs issued based on:
 - Property Information
 - Rent Details
 - Total Rent Paid

Landlord Requirements

- You must issue CRPs to tenants if either of these apply:
 - Property tax was payable on the property in 2023
 - You made payments in lieu of property taxes
- Must issue one CRP to each adult renter by **January 31, 2024**

Special Requirements for issuing CRPs

- Cooperatives (co-ops) do not need to issue CRPs
- Special rules and amounts for:
 - Nursing homes
 - Adult foster care homes
 - Intermediate care facilities
 - Assisted living
 - Other healthcare facilities

How do I make CRPs?

- Paper forms and landlord instructions
 - www.revenue.state.mn.us
 - Enter **landlords** into the Search box
- Electronic CRPs
 - www.revenue.state.mn.us
 - Select **Log in to e-Services** under Top Tasks

Who must get a CRP?

- Adult renters
- Adult roommates and married couples receive separate CRPs
 - One name on each CRP
 - CRPs must show rent split equally

Important dates and penalties

- Issue CRPs no later than **January 31**
- Keep copies of CRPs for four years (February 1, 2027, for 2023 CRPs)
- Penalties
 - For a CRP not issued when required: \$100
 - For overstated rent: Larger of \$100 or 50% of overstated amount

Completing the CRP



2023 CRP, Certificate of Rent Paid



Renter/Unit Information

<input type="text"/>		<input type="text"/>		<input type="text"/>	
Renter First Name and Initial		Renter Last Name		Electronic Certificate Number (ECN)	
<input type="text"/>				<input type="text"/>	
Rental Unit Address				Unit	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
City	State	ZIP Code	County		
<input type="text"/>			<input type="text"/>		
Total Months Rented			Total Adults Living in Unit		

Completing the CRP

Property Information

Place an X if the property is:

(1) Adult Foster Care

(2) Assisted Living

(3) Intermediate Care Facility

(4) Nursing Home

(5) Mobile Home

(6) Mobile Home Lot

Property ID or Parcel Number

Number of Units on This Property

Completing the CRP

Rent Details

A. Was any rent paid by Medical Assistance (*see instructions*)?

(A) Yes No If yes, enter amount: A

B. Did the renter receive Minnesota Housing Support (formerly GRH)(*see instructions*)?

(B) Yes No If yes, enter amount: B

Completing the CRP

Total Rent

1	Renter's share of rent paid (<i>see instructions</i>)	1	■	<input type="text"/>
2	Caretaker rent reduction (<i>see instructions</i>)	2	■	<input type="text"/>
3	Total rent (<i>Add lines 1 and 2</i>)	3	■	<input type="text"/>

What is included as rent?

- Rent includes amounts paid:
 - By Medical Assistance
 - By Minnesota Housing Support (formerly Group Residential Housing)
 - By state or county vendor payments
 - For garage, parking spaces, and storage lockers
 - For utilities or pet deposits, if included in rent

What is not included as rent?

- Rent does **not** include:
 - Damage deposit, unless used to pay rent
 - Late charges or fees
 - Rent paid after December 31, 2023
 - Utilities, if paid separately from rent
 - A garage or separate structure not provided in a rental agreement
 - Free rent provided as a move-in incentive

What is not included as rent?

- Rent does **not** include:
 - Emergency rental assistance
 - Rent paid by federal housing agencies or programs, such as Section 8 Housing Choice Voucher Program or Housing and Urban Development
 - Rent paid by anyone not living in the unit (charities, family, etc.)

Completing the CRP

Total Rent		
1	Renter's share of rent paid <i>(see instructions)</i>	1 ■ <input type="text"/>
2	Caretaker rent reduction <i>(see instructions)</i>	2 ■ <input type="text"/>
3	Total rent <i>(Add lines 1 and 2)</i>	3 ■ <input type="text"/>

Completing the CRP

Property Owner

<input type="text"/>		<input type="text"/>	
Property Owner Name		Daytime Phone	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Property Owner Address	City	State	ZIP Code

Sign Here

I declare that this certificate is correct and complete to the best of my knowledge and belief.

<input type="text"/>	<input type="text"/>
Owner or Agent Signature	Date (MM/DD/YYYY)
<input type="text"/>	<input type="text"/>
Managing Agent Name, If Applicable (<i>please print</i>)	Daytime Phone

- www.revenue.state.mn.us
 - Enter **landlords** into the Search box
- Webinar recording

Income Tax and Withholding Division

651-296-3781 or 1-800-652-9094

Email: individual.incometax@state.mn.us

Monday through Friday, 8 a.m. to 4:30 p.m.





Thank you!

Jessica Delcid | Volunteer Outreach Coordinator
Income Tax and Withholding Division



Jake Feneis
Outreach Supervisor
Income Tax and Withholding Division

2016 Process Review

- Free filing available to homeowners through e-Services
 - County tax statements provide verification
- Landlords required to submit CRPs to tenants

Project Goals

- Obtain CRP information from Landlords
- Allow renters to use e-Services as a free filing option

CRP Project Timeline – Where have we been?

2017

- New law allowing Revenue to require landlords to submit copies of CRPs to the department

2019

- Revenue launches new feature in e-Services allowing **business customers** to submit CRPs

2021

- New law allowing Revenue **to require Taxpayer ID** during registration process

CRP Project Timeline – Where are we going?

2023

- Revenue launches new feature in e-Services allowing **individuals to register** to submit CRPs.
- No requirement to use e-Services to create/submit CRPs

2024

- Revenue transitions Renter's Credit to Form M1, Individual Income Tax Return

2025

- Rent credit claimed on Form M1
- Landlords **required to use e-Services** to submit 2024 CRPs to the Department



CRPs in e-Services

Patrick Donohue | e-Services Training Coordinator

January 2024

- Overview of e-Services
- Import vs. manual CRP entry
- Change, search, and print CRPs

New CRP System, Registering, Submitting CRPs

Landlords.mdor@state.mn.us

651-556-3017 or 1-833-263-8663

General questions for landlords and renters

Individual.incometax@state.mn.us

651-296-3781 or 1-800-652-9094



Thank you!

Jessica Delcid

Jake Feneis

Pat Donohue



Questions?



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- Peb lub koom haum HOME Line muaj neeg txhais lus Hmoob. Hais lus Hmoob, Hu 612-255-7104.



Thank You