



**Massachusetts Department of Revenue
Schedule CMS
Credit Manager Schedule**

2018

For calendar year 2018 or taxable year beginning

2018 and ending

Name of taxpayer

Identification number

Total credits taken this year (add lines 1h and 3i)

Total refundable credits allowable this year (add lines 2g and 4h)

Instructions

Taxpayers with credits available for use in the current year must file this schedule to report the credits and the amount of each credit used. For credits tracked by certificate numbers issued by the Department of Revenue (DOR) or another state agency that must be used to claim the credit, enter each certificate number and the associated credits separately. For credits not tracked by certificate number, enter credits separately by type and the year to which they relate. List credits available whether or not they are being used in the current year.

For each credit, report the amount of the credit available for use and the amount of credit taken this year to reduce tax. For corporations filing a combined report, report the amount of credit shared with affiliates. For pass-through entities, report the amount of credits distributed to each partner, shareholder or beneficiary in the credit shared column (except for Brownfields, Film Incentive and Medical Device credits, which must be transferred to each partner, shareholder or beneficiary of the pass-through entity).

Section 1. Non-Refundable Credits

List all credits available not received via Massachusetts K-1 schedules, including those not used in the current year. Show the amounts used to reduce the total excise or tax, passed to each partner, shareholder or beneficiary, or shared with affiliates. **Note:** If you are using a tax credit that does not have an expiration date, fill in the oval for line 1b and leave lines 1c and 1d blank.

Taxpayers taking the Brownfields, Film Incentive and/or Medical Device credits received via credit transfers/sales should complete section 1.

1a. Credit type	1b. Fill in if non-expiring	1c. Period end date (mm/dd/yyyy)	1d. Certificate number	1e. Credit available or certificate balance	1f. Credit taken this year	1g. Credit shared this year
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

1h. Total. Enter total amount of credit(s) taken this year here and where indicated above



Name of taxpayer

Identification number

Section 3. Non-Refundable Credits Received from Massachusetts K-1 Schedules

List any credit for which this taxpayer received via Massachusetts K-1 schedules and show the amounts used to reduce the total excise or tax, passed to each partner, shareholder or beneficiary, or shared with affiliates. List all credits available, including those not used in the current year. **Note:** If you are using one of the two tax credits (Research; Investment Tax) that do not have an expiration date, fill in the oval for line 3c and leave lines 3d and 3e blank.

The Brownfields, Film Incentive and/or Medical Device credits cannot be reported in this section. Taxpayers receive new certificate numbers to be used in section 1 after applying through DOR to request transfers/sales of these credits.

3a. Federal ID number of credit source	3b. Credit type	3c. Fill in if non-expiring	3d. Period end date (mm/dd/yyyy)	3e. Certificate number	3f. Credit received	3g. Credit taken this year	3h. Credit shared this year
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					
		<input type="radio"/>					

3i. Total. Enter total amount of credit(s) taken this year here and where indicated on page 1



Name of taxpayer

Identification number

Section 4. Refundable Credits Received from Massachusetts K-1 Schedules

Taxpayers who are requesting a refund with refundable credits received via Massachusetts K-1 schedules must complete section 4. For each refundable credit, report the amount of the credit available after taking into consideration any credits that may have been taken or shared as shown in section 3. Enter the amount by which the available credit balance is being reduced and the amount to be treated as a refundable credit, which may be either 90% or 100% of the reduction.

Note: The Film Incentive credit cannot be reported in this section. Taxpayers receive new certificate numbers to be used in section 2 after applying through DOR to request transfers of these credits.

4a. Federal ID number of credit source	4b. Credit type	4c. Period end date (mm/dd/yyyy)	4d. Certificate number	4e. Credit available or certificate balance	4f. Reduction in balance for refund	4g. Refundable credit taken (100% or 90%)

4h. **Total.** Enter total amount of credit(s) taken this year here and where indicated on page 1

Schedule CMS

Credit Manager Schedule

Taxpayers must complete and submit a Credit Manager Schedule (Schedule CMS) with their tax return to report all credits available for use and the total amount of credits actually used (either taken or shared) in the current tax year. Failure to enclose a completed Schedule CMS may delay processing of your tax return.

General Instructions

The method for reporting credits by a taxpayer is on Schedule CMS. Credits reported on Schedule CMS are generally identified by either:

- A certificate number assigned by the issuing agency (which may be the Department of Revenue) or
- The tax period end date in which the credit originated.

If a credit has been assigned a certificate number, only the certificate number should be entered on Schedule CMS. A taxpayer with an assigned certificate number should not enter a tax period end date. Enter the certificate number from left to right, omitting hyphens, spaces, decimals and other special symbols. If a credit has not been assigned a certificate number, include on Schedule CMS only the tax period end date in which the credit originated. A taxpayer that does not include either the assigned certificate number or the tax period end date in which the credit originated will not be allowed the claimed credit on the tax return and will have their tax liability adjusted by the Department of Revenue (DOR).

When a taxpayer is participating in a Massachusetts combined group and is eligible to share credits with other combined group members, it must directly report the amount of the credit being shared with other combined group members on Schedule CMS. It should not apply to DOR for a transfer of the credit certificate in order to share it with another group member. Limitations on sharing of credits among combined group members are set forth in the Massachusetts combined reporting regulation 830 CMR 63.32B.2 and in other DOR public written statements.

Every taxpayer that has credits available for use or credits that are being used in the current tax year must submit Schedule CMS with their tax return. Taxpayers must list all credits available on Schedule CMS even if the credits are not being used (either taken or shared) in the current tax year. Schedule CMS requires the reporting of all non-refundable or refundable credits regardless of whether they are tracked by an assigned certificate number or generated by operation of law. The total amount of credits claimed on the tax return may be disallowed if a taxpayer fails to complete and file Schedule CMS.

Non-refundable and Refundable Credits

A non-refundable credit can only be used to reduce a taxpayer's current-year tax liability. In some cases the excess may be transferred or carried forward, but never refunded (subject to applicable limitations). By contrast, a refundable credit can be used to reduce a taxpayer's current-year tax liability, and the excess may be refunded to the taxpayer in whole or in part (subject to applicable limitations). A refundable credit may also be transferred or carried forward depending on the type of credit. If a taxpayer is using a credit to reduce a taxpayer's current-year tax liability (whether a non-refundable or refundable credit), the credit should be reported in section 1 or 3 of Schedule CMS. Only a refundable credit for which the taxpayer is seeking a refund on their return (and which is not being used to reduce tax liability or being passed or shared with another) should be reported in section 2 or 4 of Schedule CMS.

Reporting of Credits Tracked by Certificate Number

Some credits are tracked by a certificate number issued by DOR or by another state agency. When a credit is tracked by a certificate number, the taxpayer must enter the certificate number and the credit type associated with it on Schedule CMS. This includes a pass-through entity that

is passing a credit to a partner or shareholder, and also a partner or shareholder that received a credit on a Massachusetts K-1 schedule from a pass-through entity or by credit transfer.

Note: The Film Incentive and Brownfields credits cannot be passed on a Massachusetts K-1 schedule from a pass-through entity, nor can it be transferred to another entity using the same certificate number. Instead, the taxpayer must apply to the DOR to request a transfer of such credits to a partner, shareholder or beneficiary. If approved, DOR will issue a new certificate number to the partner, shareholder or beneficiary who is receiving such credit.

Reporting of Credits Not Tracked by Certificate Number

For credits not tracked by a certificate number, the taxpayer must enter each credit separately on Schedule CMS by credit type and tax period end date.

Credit Table

The Credit Table on page 3 lists all of the Massachusetts credit types with their respective attributes. The taxpayer should refer to this table for guidance when completing Schedule CMS.

Section Instructions

The taxpayer must enter the beginning and ending dates of its taxable year and its name and identification number. It must also enter the total credits it has taken in the current tax year (by adding together lines 1h and 3i from sections 1 and 3 respectively) and the total refundable credits allowable to the taxpayer in the current tax year (by adding together lines 2g and 4h from sections 2 and 4 respectively).

Following is a brief overview of each section of Schedule CMS and where certain credits should be reported.

Section 1. Non-Refundable Credits

Section 1 is for reporting credits being used to offset tax liability or for credits that are being passed or shared with another person or entity. Generally a taxpayer must report in section 1 all available credits that the taxpayer is using to offset or reduce its tax liability, is passing to partners, shareholders, beneficiaries, or is sharing with affiliates. The Brownfields, Film Incentive or Medical Device credits should always be included in section 1, unless the taxpayer is requesting a refund of the Film Incentive credit.

Note: A taxpayer that received a credit on a Massachusetts K-1 schedule from a pass-through entity should report such credit in section 3 or section 4 (whichever is applicable) and not in section 1.

Section 2. Refundable Credits

Section 2 is for reporting refundable credits that may result in a refund being issued to the taxpayer. Generally a taxpayer must report all available refundable credits the taxpayer is using in order to request a refund in section 2. The Film Incentive credit should always be included in section 2 to the extent the taxpayer is requesting a refund of it. For each refundable credit, report the amount of the credit available after taking into consideration any amount of credits reported in section 1 that were taken to offset tax liability or were shared. Enter the amount by which the available credit balance is being reduced and the amount to be treated as refundable (which may be either 90% or 100% of the reduction). See TIR 13-6, example 3.

Note: Taxpayers that received a refundable credit on a Massachusetts K-1 schedule from a pass-through entity or by a credit transfer should report such credit in section 4 to the extent the taxpayer is requesting a refund of it.

Section 3. Non-Refundable Credits Received from Massachusetts K-1 Schedules

Section 3 is for reporting credits received on a Massachusetts K-1 being used to offset tax or being passed or shared with another person or entity. Generally a taxpayer must report in section 3 all available credits received on a Massachusetts K-1 schedule from a pass-through entity that the taxpayer is using to offset or reduce a tax liability, is passing on to partners, shareholders, beneficiaries, or is sharing with affiliates.

Note: The Brownfields, Film Incentive or Medical Device credits should never be included in section 3. These credits are issued new certificate numbers from DOR when they are received from a pass-through entity or by a credit transfer. These credits should always be reported in section 1 unless the taxpayer is requesting a refund of the Film Incentive credit.

Section 4. Refundable Credits Received from Massachusetts K-1 Schedules

Section 4 is for reporting credits that are received on a Massachusetts K-1 and that may result in a refund to the taxpayer. Generally a taxpayer must report in section 4 all available refundable credits received

on a Massachusetts K-1 schedule for which the taxpayer is requesting a refund. (The Film Incentive credit should never be included in section 4.) For each refundable credit, report the amount of the credit available after accounting for any amount of credits used to offset tax liability or shared as reported in section 3. Enter the amount by which the available credit balance is being reduced and the amount to be treated as a refundable credit (which may be either 90% or 100% of the reduction). See TIR 13-6, example 3.

Note: Do not report the Film Incentive credit in section 4. These credits are issued new certificate numbers from DOR when they are received from a pass-through entity or by a credit transfer. If the taxpayer is requesting a Film Incentive credit refund it should be reported in section 2.

Online Examples

Comprehensive examples demonstrating the reporting of credits on Schedule CMS are available at [URL TBD](#).

Credit Table

Credit name	Requirements	Refundable?	Credit type	a. MGL ch §		b. MGL ch §	
Angel Investor	Period end date	No	AGLCRD	62	6(t)		
Brownfields	Certificate number	No	BRWFLD	62	6(j)	63	38Q
Certified Housing	Certificate number	No	CRTHOU	62	6(q)	62	38BB
Community Investment	Certificate number	Yes, at 100%	CMMINV	62	6M	63	38EE
Conservation Land	Certificate number	Yes, at 100%	CNSLND	62	6(p)	63	38AA
Dairy Farm	Certificate number	Yes, at 100%	DAIFRM	62	6(o)	63	38Z
EDIP	Certificate number and Schedule EDIP	If authorized, at 100%	EDIPCR	62	6(g)	63	38N
Employer Wellness	Certificate number	No	EMPWLL	62	6N	63	38FF
EOAC	Period end date and Schedule EOAC	If authorized	EOACCR	62	6(g)	63	38N
Farming and Fisheries	Period end date and Schedule FAF	No	FRMFSH	62	69s)		
Film Incentive	Certificate number	If authorized, at 90%	FLMCRD	62	6(l)	63	38X
Harbor Maintenance	Period end date and Schedule HM	No	HRBMNT	63	38P		
Historic Rehabilitation	Certificate number	No	HISRHB	62	6J	63	38R
Investment Tax	Period end date and Schedule H	No	INVTAX	63	31A		
Lead Paint	Period end date and Schedule LP	No	LEDPNT	62	6(e)		
Life Science (FDA)	Period end date and Schedule RLSC	If authorized, at 90%	LFSFDA	62	6(n)	63	31M
Life Science (ITC)	Period end date and Schedule RLSC	If authorized, at 90%	LFSITC	62	6(m)	63	38U
Life Science (Jobs)	Period end date and Schedule RLSC	If authorized, at 90%	LFSJOB	62	6(r)	63	38CC
Life Science (RD)	Period end date and Schedule RLSC	If authorized, at 90%	LFSRDC	63	38W		
Low-Income Housing	Certificate number	No	LOWINC	62	6I	63	31H
Low-Income Housing Donation	Certificate number	No	LIHDON	62	6I	63	31H
Medical Device	Certificate number	No	MEDDVC	62	6½	63	31L
Research	Period end date and Schedule RC	No	REARCH	63	38M		
Septic	Period end date and Schedule SC	No	SEPTIC	62	6(i)		
Solar and Wind Energy	Period end date and Schedule EC	No	SLRWND	62	6(d)		
Vanpool	Period end date and Schedule VP	No	VANPOL	63	31E		
Veteran's New Hire Tax	Certificate number	No	VETHIR	62	6(u)	63	38GG