

2015 School Readiness Tax Credit (SRTC)

Directors of Quality Rated child care centers should be aware of several important dates if they plan to file for the 2015 SRTC.

Child Care Teacher and Director Tax Credits

- By **December 31, 2015** copies of your most current transcripts, credentials, and proof of membership or service to the profession must be received by LA Pathways. If your information is not sent by December 31st, you should still send as soon as possible.
- By **January 31, 2016**, all potentially eligible Child Care Directors and Teachers will receive Louisiana School Readiness Tax Credit for Child Care Director and Staff Member forms from LA Pathways.
 - This form must be taken to the child care center where you were employed for at least six months in 2015 to have the Child Care Center's Portion completed.
 - As the tax credit is adjusted annually; please go to http://www.revenue.louisiana.gov/sections/individual/school_readiness.aspx under School Readiness Directors and Staff Tax Credit for the current amount of the tax credit to enter on your Louisiana individual income tax return.
 - **NOTE:** Please wait to file your individual income tax return until you receive this letter to ensure you are claiming the correct tax credit.

Child Care Provider Tax Credit

- All Quality Start Child Care **Providers** will receive a notice in **December 2015** informing the center of their star rating for the 2015 tax year for the SRTC. This star rating may or may not be your center's current star rating.
 - If this is the center's first year of participation in QRS, the rating as of 12/1/15 will be the star rating for the 2015 tax year.
 - Any subsequent year of QRS participation, the rating as of 7/1/15 will be the star rating for the 2015 tax year.
- The SRTC certificate (needed to file for the business income tax return) will be mailed by **March 1, 2016**.
- **Please wait to file your business income tax return until you receive that certificate that will be mailed by March 1, 2016.** Be aware that if you file prior to receiving this notice, you will need to do an amended return in order to claim the SRTC.

Provider Responsibilities related to the Child Care Expense Credit

- All Quality Start Child Care Providers will receive **Louisiana School Readiness Tax Credit Child Care Expense Credit** forms to complete the Child Care Provider's Portion and to submit to all parents or guardians who had a child under the age of six in your center during 2015, even if that child no longer attends your center. These forms **must** be provided to the child's parents or guardians by law before **January 31, 2016**.
 - **NOTE:** You will also receive the Parent/Guardian/Taxpayer List SRTC form that must be completed with the name of every child and parent/guardian a form is given to. The completed form must be sent to Louisiana Department of Revenue at the address listed on the form. Keep a copy of the completed form for your records.