

<b>FORM N-884</b> (REV. 2010)	<b>STATE OF HAWAII—DEPARTMENT OF TAXATION</b> <b>CREDIT FOR EMPLOYMENT OF</b> <b>VOCATIONAL REHABILITATION REFERRALS</b> Or fiscal year beginning _____, 20 ____, and ending _____, 20 ____ <i>(See separate Instructions)</i>	<b>TAX YEAR</b>  <b>20__ __</b>
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**ATTACH THIS FORM TO YOUR INCOME TAX RETURN**

Name(s) as shown on return	Social Security or Federal Employer I.D. Number
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**Note:** If you are claiming the Ethanol Facility Tax Credit, skip lines 1 - 4 and begin on line 5.

Employee name(s) (Attach a schedule if more space is needed.)	Approved employment starting date	Employee Social Security Number	Qualified first-year wages paid this year (not over \$6,000 per employee)
The employer must retain approved employee certification forms.			
<b>1</b>			

<b>2</b> Total qualified first-year wages paid this year .....		<b>2</b>																	
<b>3</b> Current year jobs credit—Enter 20% of line 2 here. You must subtract this amount from the deduction on your return for salaries and wages. ....		<b>3</b>																	
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%;"><b>4</b> Flow-through jobs credits from other entities</td> <td style="width:25%; border-bottom: 1px solid black;">If you are a ___</td> <td style="width:25%; border-bottom: 1px solid black;">Then enter total of current year jobs credit(s) from ___</td> <td style="width:25%;"></td> </tr> <tr> <td></td> <td><b>a</b> Partner.....</td> <td>Schedule K-1 (Form N-20), line 16 .....</td> <td rowspan="4" style="font-size: 3em; vertical-align: middle;">} .....</td> </tr> <tr> <td></td> <td><b>b</b> Shareholder ....</td> <td>Schedule K-1 (Form N-35), line 12e .....</td> </tr> <tr> <td></td> <td><b>c</b> Beneficiary .....</td> <td>Schedule K-1 (Form N-40), line 9c .....</td> </tr> <tr> <td></td> <td><b>d</b> Patron .....</td> <td>Statement from cooperative .....</td> </tr> </table>	<b>4</b> Flow-through jobs credits from other entities	If you are a ___	Then enter total of current year jobs credit(s) from ___			<b>a</b> Partner.....	Schedule K-1 (Form N-20), line 16 .....	} .....		<b>b</b> Shareholder ....	Schedule K-1 (Form N-35), line 12e .....		<b>c</b> Beneficiary .....	Schedule K-1 (Form N-40), line 9c .....		<b>d</b> Patron .....	Statement from cooperative .....		<b>4</b>
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<b>5</b> Carryover of tax credit from prior years .....		<b>5</b>																	
<b>6</b> Tentative total tax credit. Sum of lines 3, 4, and 5. (Form N-20 and N-35 filers enter amount in Schedule K, Form N-40 filers enter estate's or trust's share here and beneficiaries' share in Schedules K-1.) .....		<b>6</b>																	
<b>7</b> Enter your tax liability .....		<b>7</b>																	
<b>8</b> If you are claiming other credits, complete the Credit Worksheet in the instructions and enter the total here. ....		<b>8</b>																	
<b>9</b> Subtract line 8 from line 7. If result is zero or less, enter zero. ....		<b>9</b>																	
<b>10 Total credit allowed.</b> Enter the smaller of line 6 or line 9. Also enter this amount on Schedule CR, Part I, line 5; or enter the estate's or trust's share on Form N-40, Schedule E, line 5. ....		<b>10</b>																	
<b>11</b> Subtract line 10 from line 6. This represents your carryover of unused credit. The amount of any unused tax credit may be carried over and used as a credit against your income tax liability in subsequent years until exhausted. ....		<b>11</b>																	

Each employer may be eligible for a 20% nonrefundable vocational referral income tax credit if the requirements of section 235-55.91, HRS, are met. If you are claiming the ethanol facility tax credit, you may not claim the credit for employment of vocational rehabilitation referrals for wages paid in the current year. You may use a carryover of the credit from previous years if there is tax liability remaining after applying the ethanol facility tax credit for the current year.

*(See separate Instructions)*

## GENERAL INSTRUCTIONS

### PURPOSE OF FORM

Use Form N-884 if you hire new employees who are vocational rehabilitation referrals and you elect to claim a credit for the wages paid or accrued for them during their first year of employment.

The amount of the tax credit for the taxable year shall be equal to 20% of the qualified first-year wages paid to the vocational rehabilitation referrals for that year. The amount of the qualified first-year wages which may be taken into account with respect to any individual shall not exceed \$6,000.

This form is also used to report any unused credits carried over from prior years.

S corporations or partnerships qualifying for the Credit for Employment of Vocational Rehabilitation Referrals may pass the benefits of this credit through to their shareholders or partners.

### FOR PURPOSES OF THIS CREDIT

*"Hiring date"* means, the day the vocational rehabilitation referral is hired by the employer.

*"Qualified first-year wages"* means, with respect to any vocational rehabilitation referral, qualified wages attributable to service rendered during the one-year period beginning with the day the individual begins work for the employer.

*"Qualified wages"* means the wages (as defined under the Federal Unemployment Tax Act (FUTA)) paid or incurred by the employer during the taxable year to an individual who is a vocational rehabilitation referral and more than one-half of the wages paid or incurred for such an individual is for services performed in a trade or business of the employer.

*"Vocational rehabilitation referral"* means any individual who is certified by the Department of Human Services Vocational Rehabilitation and Services for the Blind Division (DHS) in consultation with the Hawaii State Employment Service of the Department of Labor and Industrial Relations as:

- 1) having a physical or mental disability which, for such individual, constitutes or results in a substantial handicap to employment; and
- 2) having been referred to the employer upon completion of (or while receiving) rehabilitative services.

The following provisions are applicable when claiming this credit:

- 1) The employee must be certified by DHS as being a vocational rehabilitation referral. The employer must receive or request, in writing, a certification from DHS by the date the employee begins work (or within 5 days if the employer has received a written preliminary determination that the employee is a vocational rehabilitation referral). In any request for a certification, the employer shall certify that a good faith effort was made to determine that the employee is a vocational rehabilitation referral.
- 2) If certification of a vocational rehabilitation referral is revoked by DHS, any wages paid by the employer to such employee after the date on which notice of revocation

is received by the employer shall not be treated as qualified wages.

- 3) A credit may not be claimed on any wages paid to a vocational rehabilitation referral that were repaid by a federally funded on-the-job training program, or for which work supplemental payments were received under the Social Security Act.
  - 4) A credit may not be claimed on any wages paid to workers who replaced vocational rehabilitation referrals during a strike or walkout.
  - 5) A credit may not be claimed on any wages paid to a vocational rehabilitation referral:
    - a) who is a relative or a dependent of the employer, or, if the employer is a corporation, of an individual who owns, directly or indirectly, more than 50% in value of the outstanding stock of the corporation, or, if the employer is an estate or trust, is a relative or a dependent of an individual who is a grantor, beneficiary, or fiduciary of the estate or trust; or
    - b) who, if the employer is an estate or trust, is a grantor, beneficiary, or fiduciary of the estate or trust; or
    - c) if, prior to the hiring date of such individual, such individual had been employed by the employer at any time during which he was not a vocational rehabilitation referral; or
    - d) unless such individual is employed by the employer for at least 90 days or has completed at least 120 hours of service for the employer.
  - 6) The amount of credit with respect to wages paid to a vocational rehabilitation referral by a successor employer shall be made in the same manner as if such wages were paid by the predecessor employer.
  - 7) No credit will be allowed with respect to any wages paid by an employer to a vocational rehabilitation referral for services performed by such employee for another person unless the amount reasonably expected to be received by the employer for such services from such other person exceeds the wages paid by the employer to such employee for such services.
- The credit shall be claimed against the net income tax liability for the taxable year. If this credit exceeds the taxpayer's income tax liability, it may be used as a credit against the taxpayer's income tax liability in subsequent years until exhausted.

**NOTE:** *No deduction shall be allowed for that portion of the wages or salaries paid or incurred for the taxable year that is equal to the current year's portion of the credit claimed. See the instructions for your tax return so you report this adjustment properly.*

### TIME FOR FILING

All claims for this credit, including any amended claims, must be filed on or before the end of the twelfth month following the close of the taxable

year for which the credit may be claimed. Failure to comply with the foregoing provision shall constitute a waiver of the right to claim this credit.

## SPECIFIC INSTRUCTIONS

**Line 1.** — Enter employees' names, starting dates, social security numbers, and wages paid during the taxable year. The qualified first-year wages may not exceed \$6,000 per employee. The employer must retain approved certification forms for the employees listed on this line for audit purposes.

**Line 2.** — Add the total qualified first-year wages paid in the current year.

**Line 3.** — Compute the credit applicable to the current year by multiplying the amount on line 2 by 20%, and enter the result on line 3.

You must subtract your current year credit on line 3 from the deduction on your tax return for salaries and wages you paid or owe for the current year. This is true even if you cannot take the full credit this year and must carry part of it forward. See the instructions for your tax return so you report this adjustment properly.

**Line 4.** — Enter the amount of credit that was allocated to you as a partner, shareholder, beneficiary, or patron of a cooperative.

**Line 5.** — Enter the amount of unused jobs credit carried over from prior years.

**Line 6.** — *Partnerships and S corporations:* Prorate the credit on line 6 among the partners or shareholders. Attach Form N-884 to the return of the partnership or S corporation and on Schedule K-1 (Form N-20) or Schedule K-1 (Form N-35) show the credit for each partner or shareholder, respectively.

*Estates and trusts:* The credit on line 6 is allocated between the estate or trust and the beneficiaries in proportion to the income allocable to each. On the dotted line to the left of the amount on line 6, the estate or trust should enter its part of the total credit. Label it *"N-40 PORTION"* and enter this amount on the applicable line of the return of the estate or trust. Attach Form N-884 to the return of the estate or trust and on Schedule K-1 (Form N-40) show the credit for each beneficiary.

*Cooperatives:* Most tax-exempt organizations cannot take the credit; but a cooperative may claim the credit to the extent it has an income tax liability. Any excess is shared among its patrons. A statement should be prepared by the cooperative informing each patron of their share of the credit.

**Line 7.** — Enter the tax liability before any credits from the appropriate line of your tax return.

**Line 8.** — Enter the amounts of credits claimed after completing the appropriate credit form for the credit(s) claimed. If you are not claiming any of the listed credits, enter zero on line 8e.

**Line 10.** — Compare the amounts on lines 6 and 9. Enter the smaller of these on line 10. This is the Credit for Employment of Vocational Rehabilitation Referrals allowed for this taxable year.