



Department of Local Government Finance

PPOP-IN Overview

Barry Wood
Assessment Division Director



Overview

What is PPOP-IN?

- The new, 24/7, self-service Personal Property Online Portal for Indiana (“PPOP-IN”) will allow taxpayers and authorized agents to file their personal property return online. Taxpayers will also have the ability to upload additional personal property forms and any necessary supporting documentation.
- The Department has partnered with XSoft to develop this new system.



Overview

- Seven (7) property tax forms available:
 - Form 102
 - Form 103 Short
 - Form 103 Long
 - Form 103-N
 - Form 103-0
 - Form 104
 - Form 106
- Note: Preparer's will also have the ability to attach other personal property forms that are needed with their submission.



Overview

Who will use PPOP-IN?

- Taxpayers
- Authorized Agents
- County Assessors & Staff
- Township Assessors & Staff
- Department of Local Government Finance Staff



Overview

When will PPOP-IN be available?

- The Department of Local Government Finance (“Department”) is fine tuning and testing the new system.
- The system will launch in late January/early February for assessors.



Training

Assessors & Staff

- Assessors and staff will be able to access training in February 2021.
- If you or your staff members have not received information about PPOP-IN, please email Jenny Banks with your email address to stay informed.

Jbanks@dlgf.in.gov



Training

Taxpayers and Authorized Agents

- Taxpayers and authorized agents will have the ability to access training beginning in early 2021.
- A variety of self-service support documents will be available to assist taxpayers and authorized agents.



Account Information

PPOP-IN Account Information:

- Each assessor, staff member, taxpayer, etc. accessing PPOP-IN will need their own account for the system. Each user will register for an account with an email address.
- Registering for an account is split into two parts:
 - Access Indiana
 - Account Information



Account Information

Access Indiana

- Each user will be required to set-up an account with [Access Indiana](#). Assessors and staff are encouraged to create their Access Indiana account by January 1, 2021.

Account Information

- After the Access Indiana account is created, the user will access PPOP-IN from a direct link provided in January. This will include password resets (if needed).



Support

Assessors & Staff

- The Department along with XSoft, the PPOP-IN vendor, will be providing support to assessors and staff. Assessors and staff will be provided with several different types of documents to assist with the PPOP-IN system. In addition, assessors will be able to submit help tickets to a single support contact with the Department.



Support

Taxpayer/Authorized Agents

- A variety of support documents will be prepared for assessors to assist taxpayers and authorized agents. These documents will be released in January and will be accessible on the Department's website. Some of the documents currently being prepared are user guides with step by step instructions, quick reference guides, videos, standard responses to frequently asked questions, and a single support contact.



Questions?

Barry Wood

- Assessment Division Director
 - Telephone: 317-232-3762
 - Email: bwood@dlgf.in.gov
- If you or your staff members have not received information about PPOP-IN, please email Jenny Banks at Jbanks@dlgf.in.gov