**ADDITIONAL APPROPRIATION RESOLUTION/ORDINANCE**

|  |  |
| --- | --- |
| **GENERAL INFORMATION** | |
| Taxing Unit Name: |  |
| County: |  |
| Governing/Fiscal Body: |  |

|  |  |  |
| --- | --- | --- |
| **FUND INFORMATION** | | |
| Fund Name: | | |
| **Budget Classification** | **Additional Amount Requested** | **Additional Amount Adopted** |
| Personal Services | $ | $ |
| Supplies | $ | $ |
| Other Services and Charges | $ | $ |
| Township Assistance | $ | $ |
| Debt Service | $ | $ |
| Capital Outlays | $ | $ |

|  |  |  |
| --- | --- | --- |
| **Total:** | $ | $ |

|  |  |  |  |
| --- | --- | --- | --- |
| **ADOPTION INFORMATION** | | | |
| **Official Vote**  Nay **|** Aye | | **Name** | **Signature** |
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Notes:

1. All additional appropriations are to be filed via Gateway: <https://gateway.ifionline.org/login.aspx>
2. Gateway User Guide: <https://www.in.gov/dlgf/files/210511-Additional-Appropriations-User-Guide.pdf>
3. If an additional appropriation is adopted for more than one fund, please repeat the Fund Information section for all funds.
4. If a unit is subject to binding adoption by a separate fiscal body, the above resolution/ordinance and notice to taxpayers must be modified to reflect the proper fiscal body’s action.

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| **Attestation (Secretary of Governing Body)** |  |
| **Date of Adoption (DD/MM/YYYY)** |  |

**NOTICE TO TAXPAYERS OF   
ADDITIONAL APPROPRIATIONS**

Notes:

1. The proper fiscal body of a unit must give public notice of their proposed additional appropriation. The notice shall state the time and place at which a public hearing will be held on the proposal. The notice shall be published one time in two newspapers published in the unit’s jurisdiction. If only one newspaper is published in the jurisdiction, publication in that paper is sufficient. In accordance with Ind. Code § 5-3-1-2(b), the publication must occur not less than ten calendar days before the public hearing on the proposal
2. Taxpayers present at the public hearing have a right to be heard. Following adoption, the information concerning the additional appropriation shall be filed with Department of Local Government Finance (Department). The Department will make a written determination as to the sufficiency of funds to support the appropriations within fifteen (15) days of receipt of a Certified Copy of the action taken.
3. Appropriations to be reduced should be named in the published notice, set out separately, and not co-mingled with the additional appropriations being requested. The resolution/ordinance adopted by the governing body must separately list each appropriation by fund and classification.

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| **PUBLIC HEARING INFORMATION** | |
| Taxing Unit Name: |  |
| County: |  |
| Governing/Fiscal Body: |  |
| Address/Location of Public Hearing: |  |
| Date of Public Hearing (DD/MM/YYYY) |  |
| Time of Public Hearing (XX:XX AM/PM) |  |

|  |  |
| --- | --- |
| **FUND INFORMATION** | |
| **Fund Name:** | |
| **Budget Classification** | **Additional Amount Requested** |
| Personal Services | $ |
| Supplies | $ |
| Other Services and Charges | $ |
| Township Assistance | $ |
| Debt Service | $ |
| Capital Outlays | $ |

|  |  |
| --- | --- |
| **Fund Total:** | $ |

|  |  |
| --- | --- |
| **ACKNOWLEDGEMENT OF INFORMATION** | |
| **Signature of Fiscal Officer** |  |
| **Date (DD/MM/YYYY)** |  |