Department of Local Government Finance

Gateway 101

Data Analysis Division
May 2020

Agenda

- This training session will help you to better understand the following:
    - How to both gain and delegate access to the various Department of Local Government Finance ("Department") applications in Gateway;
    - What reports you are required to submit to the Department in Gateway; and
    - What information is available to the general public on Gateway.

Gateway

A Brief History of Gateway

- Launched in 2010, Indiana Gateway for Government Units ("Gateway") is the collection platform for local units of government to submit required data to the State of Indiana, as well as a public access tool for citizens.

A Brief History of Gateway

- As of April 2020, 23 different applications are used by hundreds of local units of government, schools, state agencies, casino operators, and others to submit financial and operational data to the State of Indiana.

- Data submitted includes budgets, debt issuances, TIF district summaries, annual financial reports, employee compensation reports, local development agreements, and school district collective bargaining reports, among others.

Gateway Username

- Per the Authorized User Policy (https://gateway.ifionline.org/UserPolicy.aspx), an authorized users' Gateway login information and PIN number is exclusively for individual use and should not be shared.
- Per the Authorized User Policy, in order for an email address to be used as a Gateway username, the email address:
  - Must be a working/valid email address.
  - May not include the name, nickname, or initials of anyone other than the associated Gateway user.
  - Must be an email address in which the associated Gateway user is the only individual with the ability to view any and all emails sent to it.
  - Must be an email address in which the associated Gateway user is the only individual with the ability to send emails using that email address.

Defining the Fiscal Officer in Gateway

Fiscal Officer for Department Gateway Applications

- The Department considers the employee who all other employees of the unit ultimately report to is the "Fiscal Officer." The Fiscal Officer is the default submitter/delegating official for the reports located within the applicable Department Gateway applications.
    - Please Note: An independent contractor (i.e. an outside CPA/consulting firm/consultant that the unit has hired) would not be considered the Fiscal Officer of the unit.
    - For special district units who do not have any actual employees, the Department considers the President of the Governing Board to be the default submitter/delegating official for the reports located within the applicable Department Gateway applications.

Fiscal Officer for Department Gateway Applications

- Please Note: The Fiscal Officer is the employee of the unit who all other employees of the unit ultimately report.
  - This is not necessarily referring to the employee of the unit who will be the primary person to enter data into the Department Gateway applications.
  - It is possible that the Fiscal Officer may not be the employee who enters in the majority of the data into Gateway for the unit.
  - If the unit only has one employee, then by default, they are the Fiscal Officer.
  - It is possible that the "DLGF Fiscal Officer" may be different than the SBOA Fiscal Officer.

Fiscal Officer for Department Gateway Applications

- It is the responsibility of the Fiscal Officer to personally log into Gateway under their specific Gateway username to "submit" any forms or reports located within the Department Gateway applications (with the exception of the Budgets/Additional Appropriation applications).
- If the unit is subject to binding review, then the Head of the Governing Body is the default submitter/delegating official for the Budgets/Additional Appropriation applications.

Fiscal Officer for Department Gateway Applications

- Only the Fiscal Officer is permitted to have submission rights in the following Department Gateway applications:
    - Other Post-Employment Benefits (OPEB);
    - Economic Development Reporting (EDR); and
    - SB131 (Solid Waste Management Districts ONLY).

Fire Protection District Department Fiscal Officer

- The Department considers the "Bonded Employee" ultimately responsible for the unit's finances to be the "Fiscal Officer." The Department Fiscal Officer is the default submitter/delegating official for the reports located within the Department Gateway applications (other than the Budgets/Additional Appropriation applications).
  - Please Note: The Fiscal Officer for Fire Protection District Units must be BOTH: 1) Bonded; and 2) an actual employee of the Fire Protection District.

How to Delegate Access to Gateway Applications

- It is easy to delegate access to the Gateway applications to other individuals via a valid Limited Delegation of Authority ("LDA") form.
- To delegate access to a Gateway application, please email gateway@dlgf.in.gov and provide the name, title, start date of position, and an email address that complies with the Gateway Username requirements of the applicable individual who will be assisting with entering data into the Department Gateway applications, and the Gateway team will provide access under their own specific Gateway username.
- If an individual will not be assisting with entering data into the Department Gateway applications, the Department recommends that they view completed reports on the Gateway Public Site.

Relinquishment of Authority Process

- The default submitter/"Delegating Official" to the Department Gateway applications for school corporations is the current official Superintendent (provided the Superintendent is an actual employee of the School Corporation and not an outside consultant/independent contractor).
- The Superintendent may relinquish their authority to submit the forms/report located within the Department Gateway applications to the Chief Financial Officer/Business Manager/Corporation Treasurer by submitting a "Relinquishment of Authority" (ROA) Form.
    - Relinquishing "submit" access is "all or nothing." In other words, it is not possible to relinquish submit access to just one application.
    - In order to ensure that our records are accurate and that all fields are filled out correctly, the Department requests that units relinquish submit access via a pre-populated DLGF ROA Form that the Department sends to the Delegate.

Relinquishment of Authority Process

- It is the responsibility of the school corporation to notify the Department in a timely manner any time a) there is a change in Superintendent and/or Chief Financial Officer/Corporation Treasurer or b) any time that the Superintendent and/or Chief Financial Officer/Corporation Treasurer begin an extended leave.
- This notification should be sent to the Department's Gateway Inbox at gateway@dlgf.in.gov.
- When there is a change in Superintendent and/or Chief Financial Officer/Corporation Treasurer, the school submission permissions for Department Gateway applications will reset back to the default of the Superintendent.

Relinquishment of Authority Process

- In the event a school corporation's Chief Financial Officer/Corporation Treasurer has been granted "submit" access by the Superintendent via the ROA process:
  - When the current official Chief Financial Officer/Corporation Treasurer begins an extended leave of absence, "submit" access to the Department Gateway applications is removed from the current Chief Financial Officer/Corporation Treasurer and granted to the current Superintendent.
  - Additionally, when there is a vacancy in the Chief Financial Officer/Corporation Treasurer position, the Superintendent will be responsible for submitting reports located in the Department Gateway applications.

Gateway Applications

Gateway "Select Application" Page

Department v. SBOA

- It is important when you have a question related to Gateway that you contact the agency that handles the application. The Department Gateway team does not have access to the SBOA applications and vice versa.
- The "Select Application" page of Gateway lists all of the current applications in Gateway. The applications are color-coded based on the agency that oversees that application.

DLGF Gateway Team
(gateway@dlgf.in.gov) (317-234-4480)

SBOA Gateway Team
(gateway@sboa.in.gov) (317-232-2513)

Department of Local Government Finance (DLGF)	State Board of Accounts (SBOA)
Debt Management	100R
Economic Development Reporting	Annual Financial Report
File Transmission	Monthly and Annual Engagement Uploads
Other Post-Employment Benefits	Conflict of Interest Disclosure
	E-1 Entity Annual Report
	ECA Risk Report

Gateway Applications – All Unit Types

- Gateway applications containing reports that all applicable unit types are required to submit:
  - Debt Management;
  - Other Post-Employment Benefits (OPEB);
  - Economic Development Reporting (EDR); and
  - File Transmission.

Gateway Applications – City/Town/County ONLY

- Gateway applications containing reports that only **city/town/county units** are required to submit:
  - TIF Management.

Gateway Applications – County ONLY

- Gateway applications containing reports that only **county** units are required to submit:
  - Data Entry for CNAV and Form 22 (DECAF) (Auditor Only);
  - Abstract (Auditor Only); and
  - PTABOA (Assessor Only).

Gateway Applications – SWMD ONLY

- Gateway application containing reports that only **solid waste management district units** are required to submit:
  - SB 131 Reporting for SWMDs.

Gateway Submission Deadlines in 2020

Due Date	Task
February 28	Deadline for submission of annual Debt Affirmation in Debt Management.
March 2	Deadline for submission of Other Post-Employment Benefits (OPEB)(Retiree benefits & expenditures).
March 2	Deadline for solid waste management district units to submit of SB 131 Report
March 16	Deadline for county units to submit Gateway Abstract.
March 31	Deadline for county units to submit PTABOA Report
April 15	Deadline for city/town/county units to submit TIF Management Report.
May 30	Deadline for submission of Pre-Budget Worksheet.

Gateway Submission Deadlines in 2020

Due Date	Task
August 1	Deadline for county units to submit Certified Net Assessed Values (CNAV).
September 1	Deadline for employees of units subject to Binding Review to enter/edit information in the Budget Forms.
September 30	Deadline for Gateway submission of Economic Development Reporting (EDR).
December 16	Deadline for Gateway submission of additional appropriation requests pertaining to the 2020 budget year

Gateway Submission Deadlines

Due Date	Task
*Ongoing	Debt Management: Units are required under IC 5-1-18-6 to report new debt as it is incurred. New legislation effective July 1, 2020 changes the reporting deadline. For debt issued before October 1, units must complete a report in the Gateway Debt Management application no later than one month after the date on which the bonds are issued, the loan is closed, or the lease is executed. For debt issued after September 30, units must complete a report in the Gateway Debt Management application no later than five business days after the date on which the bonds are issued, the loan is closed, or the lease is executed.
*Ongoing	File Transmission/Contract Upload: IC 5-14-3.8-3.5 required each political subdivision to upload contracts that were entered into after June 30, 2016 and exceed $50,000 to be uploaded into the Gateway File Transmission application not later than 60 days after the date the contract is executed.

Department Budget Form Submission Deadline

Due Date	Task
10 Calendar Days prior to Date of Public Hearing	Deadline for Submission of Budget Form 3.
5 Days After Date of Adoption	Deadline for submission of all Budget Forms in Gateway for units with Date of Adoption Meeting before November 2.
November 9	Deadline for submission of all 2021 Budget Forms in Gateway for units with Date of Adoption Meeting on November 2.

Assessor Reports – PTABOA – County units

INDIANA **Gateway** for government units

Department of Local Government Finance - Assessors   🏠 Home   ℹ️ About   ⚙️ Account Settings   ❓ User Guides   👤 Logout

Select County > Reporting Requirements > PTABOA Report Form

ADAMS COUNTY
PROPERTY TAX ASSESSMENT BOARD OF APPEALS REPORT

State Form 55889 (8-15)
Prescribed by the Department of Local Government Finance

INSTRUCTIONS:
Indiana Code 6-1.1-28-12 requires each Property Tax Assessment Board of Appeals ("PTABOA") to submit a report to the Department of Local Government Finance, Indiana Board of Tax Review, and Legislative Services Agency ("LSA") before April 1 annually (the report to LSA must be in an electronic format under IC 5-14-6). This report documents the notices for review (Form 130 appeals) filed with the PTABOA for the preceding year. *This report may not include any confidential information.*

The PTABOA of Adams County, Indiana, reports the following for the 2017 year. *(The year preceding the year in which this report is filed, referred to as "the subject year" for the purposes of this form.)*

(1) The total number of notices for review filed with the PTABOA in the subject year.	53
(2) Notices for review that were resolved in the subject year by a preliminary informal meeting.	46
a. Of the total above, how many notices were filed in the subject year?	27
b. Of the total above, how many notices were pending at the end of the year *preceding* the subject year?	19
(3) Notices for review in which a hearing was conducted in the subject year by the PTABOA.	0
a. Of the total above, how many notices had been filed in the subject year?	0
b. Of the total above, how many notices were pending at the end of the year *preceding* the subject year?	0
(4) The number of written decisions issued in the subject year by the PTABOA.	0
a. Of the total above, how many decisions were issued in response to notices filed in the subject year?	0
b. Of the total above, how many decisions were issued in response to notices pending at the end of the year *preceding the subject year?*	0

Assessor Reports – PTABOA – County units

- Indiana Code 6-1.1-28-12 requires each Property Tax Assessment Board of Appeals ("PTABOA") to submit a report to the Department, Indiana Board of Tax Review, and Legislative Services Agency ("LSA") before April 1 annually.
- This report documents the notices for review filed with the PTABOA for the preceding year.
- The Gateway PTABOA report is a summary level report. Data on individual appeals will not be collected through the report.
- This report may not include any confidential information.
- The county assessor is responsible for submitting the PTABOA report in Gateway.

Gateway Abstract – County units

Gateway Abstract – County units

- Beginning in 2019, all Abstracts were submitted using the Gateway Abstract application.
- The manual data entry onto the Excel template was eliminated as part of the new Gateway Abstract process.
- County auditors generate from their local tax and billing systems a series of text files that they, then, upload into Gateway Abstract.
- After the text files have been successfully uploaded, county auditors click a button to run the Abstract calculations and then, can review the results in Gateway.
- The information reported in Gateway Abstract provides greater detail than what was reported on the previous Excel version of the Abstract

DECAF (CNAV) – County units

- IC 6-1.1-17-1 requires that Net AVs be certified on or before August 1 of each year and be submitted to the Department by that date.
- All counties must upload CNAV parcel-level data to the DECAF application using a file export process from their tax & billing systems.
- If necessary, the end user can manually edit the data after the files have uploaded to Gateway.

Manage CNAV

CNAV Submitted on 10/3/2019 4:54:27 PM by Heather R Myers - Auditor

CNAV Reports

- CNAV Districts Data (Step 1)

- CNAV District-Fund Data (Step 3)

DECAF (Form 22) – County units

Select County > Manage County Functions

Manage County Functions
Boone County: Reporting Year 2019

June 2019 Form 22 Now Open for Data-Entry & Upload!

[Manage Units and Distributions]

Last Activity at: 12/27/2019 10:32:00 AM

June Certified Pay 2019 Settlement Period:

25 of 25 units were submitted 7/3/2019 10:24:58 AM by Heather R Myers - hmyers@co.boone.in.us

$58,721,821.65 in distributions entered for this county

December Certified Pay 2019 Settlement Period:

25 of 25 units were submitted 12/27/2019 12:08:59 PM by Heather R Myers - Auditor

$49,509,266.28 in distributions entered for this county

Distributions Reports

- [📄 June Distributions]

- [📄 December Distributions]

DECAF (Form 22) – County units

- Form 22 distribution data is submitted to the Department in June and December each year very shortly after a county has completed its semi annual settlement process with the Auditor of State's office.
- County auditors may upload files containing distribution data into the DECAF – Form 22 Gateway application. The files can be exported from the county's tax and billing system.
- County auditors may also choose to enter Form 22 data manually for all distribution types directly into the Form 22 area of the DECAF application.

Additional Appropriations

Additional Appropriations

- Launched in April 2020, the Additional Appropriations application is the newest Department administered Gateway application.
- IC 6-1.1-18-5 outlines a series of steps that need to be completed by a local unit to receive an additional appropriation: 1. SBOA Reporting, 2. Public Notice, 3. Public Hearing/Adoption. The Department is only changing the submission, review, and response procedures for additional appropriations – none of the reporting items required as part of the additional appropriations process have changed.
- All additional appropriation requests must now be submitted via the Additional Appropriation application in Gateway.
- The new submission process in Gateway will streamline the review and approval of a unit's additional appropriation requests.

Budgets

Budgets

Budget Forms – Flow Chart

Current Year Financial Worksheet

Debt Worksheet

Form 1: Budget Estimate

Form 2 (Misc. Revenue)

Form 4B: Budget Estimate, Financial Statement and Proposed Tax Rates

Form 3: Notice to Taxpayers

Form 4: Ordinance/ Resolution

Budgets

- All units that have their budget reviewed and certified by the Department must submit their proposed and adopted budget information in Gateway.
- The Pre-Budget Worksheet is the first form (for a particular budget cycle) that must be completed and submitted in Gateway. The 2021 Pre-Budget Worksheet is due by May 30, 2020.
- Starting in 2019 and going forward, units now have up to five days after the date of budget adoption to submit their adopted budget information in Gateway.
- Additional webinar training sessions will be provided on the various steps of the annual budgeting process for local units of government and will be available for review on the Department's website.

Debt Management

Debt Affirmation   Due March 1, 2018 ⚠

☐ By checking this box, I affirm that the selected unit has fully complied with the debt reporting requirement described in IC 5-1-18. I affirm that the debt reports listed below are accurate and correct. If no debt report is listed or all reports listed are marked as retired, I affirm that the selected unit has no outstanding debt.

Name

Title

Signature/PIN

[Sign and Submit]

Date

12/7/2018

Gateway1 – Dlgf City 10
File Upload

Bond Name Link	Retired	Status
decimal debt	☐	Submitted
General Obligation Bond 2012	☐	Submitted

[Add New Debt]

Debt Management – Debt Affirmation

- The Debt Affirmation must be submitted in the Debt Management application by March 1 each year. In 2020, the deadline was February 28 due to March 1 falling on a weekend.

- Please Note: Even if a unit does not have any debt, the Debt Affirmation is still required to be submitted.

Debt Management – Debt Affirmation

- An authorized user with submit access to the Debt Management application may submit the annual Debt Affirmation by taking the following steps:
- Access the Debt Management application for your unit (see instructions above on how to access);
- Check the box affirming that the debt reports listed below are accurate and correct as shown below;

Debt Management – Debt Affirmation

3. Enter your first and last name in the "Name" box as shown below;

Name

Bugs Bunny

Debt Management – Debt Affirmation

4. Enter your title in the "title" box (i.e. "Conservancy Financial Clerk/Fiscal Officer") as shown below.

Title

Financial Clerk

Debt Management – Debt Affirmation

5. Enter your specific 4-digit PIN number in the "Signature/PIN" box as shown below:

Signature/PIN

●●●●

Debt Management – Debt Affirmation

6. Click the gray "Sign and Submit" button as shown below:

Other Post-Employment Benefits (OPEB)

OPEB Reporting Functions

Step 1: Initial Configurations

Declare full-time employees and any health insurance plans.

Step 2: Health Insurance Plans

Enter health insurance plan(s)

Step 3: Expenses

Figures into expenses paid in the last year.

Step 4: Liability

Figures into liability and unfunded liability.

Step 5: Assets

Figures into assets and contributions to asset fund.

Final Step: Submission

Manage the OPEB submission status for this unit.

Other Post-Employment Benefits (OPEB)

- IC 36-1-8-17.5 requires political subdivisions to report by March 1 of each year on all other post-employment benefits. In 2020, the deadline was March 2 due to March 1 falling on a weekend.
- The definition of OPEB includes healthcare and other nonpension benefits provided to employees.
  - Benefits required include medical, prescription drug, dental, vision, hearing, life insurance, long-term care benefits, and long-term disability benefits (not covered under a pension plan) that are provided AFTER employment ends.
- Please Note: All political subdivisions are required to report, even if the unit does not offer OPEB.

Economic Development Reporting (EDR)

County: **Shelby county**
Unit: **MARION TOWNSHIP unit**
Year: **2020**

Did your unit receive economic development payments under a local development agreement between July 1, 2018 and June 30, 2019?
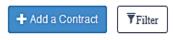
○ Yes   ⦿ No

This form has been submitted.

Submitted at 11/9/2019 4:31:25 PM

┌─ **Form Signature** ───

NAME

| DARLENE JOHNSON |

TITLE

| mariontwpshelby@outloo |

SIGNATURE/PIN

| | 🛡

DATE

| 11/9/2019 4:31:25 PM |

I hereby acknowledge that the submission of this document through the Gateway password and PIN system constitutes an "electronic signature" as defined in IC 5-24-2-2. This submission is intended to, and hereby does, constitute authentication and approval of the submitted document as required by the Indiana Code. I understand that this electronic signature takes the place of my handwritten signature and accomplishes the same purposes as would my handwritten signature in the same circumstance. I further acknowledge that this electronic signature has the same force and effect as my handwritten signature and can and will be used for all lawful purposes. I affirm that I have the real and apparent authority to electronically sign and submit this document on behalf of the unit.

Economic Development Reporting (EDR)

- All taxing units are required to submit the Economic Development Reporting (EDR) report in Gateway by September 30 each year, regardless of whether the unit receives economic development payments or does not receive economic development payments.

- The economic development payments subject to reporting are monetary disbursements initially provided by a licensed owner of a riverboat, an operating agent of a riverboat, or an affiliate of an owner or operating agent.

Economic Development Reporting (EDR)

- IC 4-33-23-4 defines an economic development payment as a monetary disbursement paid under a local development agreement that is:
  - Received by a unit of government or any other person; and
  - Not paid in exchange for anything of value.

- If you have additional questions as to whether items would qualify as an economic development payment, the Department recommends speaking with your local counsel.

Economic Development Reporting (EDR)

- If the answer to the question below is "No", then all the authorized submitter needs to do is click "No", sign and submit.
- If the answer is "Yes", then the authorized submitter will need to complete the EDR report.

Select Unit and Year > **Economic Development Reporting**

County:
Unit:
Year: **2019**

Did your unit receive economic development payments under a local development agreement between July 1, 2017 and June 30, 2018?

○ Yes   ○ No

Gateway File Transmission/Contract Upload

Dlgf City 1 - Gateway1 County

Contracts Upload

1 active contracts

+ Add a Contract   **▼ Filter**

	Category	Vendor	Est. Cost	Sign Date	End Date	Purpose	Date Added	Status	Amend
▶	Capital Outlays	TETST	$0.00	06/07/2017	06/07/2017	👁	06/30/2017	Active	✏

⏮ ◀ 1 ▶ ⏭   *Page size:* 10 ▾   *1 items in 1 pages*

Gateway File Transmission/Contract Upload

- IC 5-14-3.8-3.5 states that if a contract was entered into after June 30, 2016 and exceeds $50,000, then it should be uploaded into the Gateway File Transmission/Contract Upload application by an authorized user. This requirement pertains to any political subdivision that has the authority to impose property taxes.

Gateway File Transmission/Contract Upload

- Statute does not provide a definition for "contract" or "amendment" in IC 5-14-3.8-3.5, other than to say that a contract includes all pages and attachments. The Department's guidance to units that ask has been to interpret the term broadly.
- It is certainly ok to speak with local counsel about whether items would qualify, but in general, where questions exist, the Department has been encouraging units to err on the side of uploading files.

SB131– SWMD Only

Select Unit > **Main Menu** > Step 1 > Customize Revenue Codes > Step 2A > Step 2B > Step 3 > Step 4

Selected Year: 2018 | **Selected Unit:** 9953 - Dlgf City 14

User Level: Submitter

- View/Print PDF

Step 1: Adding Funds

Current Total Funds: 0

Click to add funds

Step 2: Financial Data by Fund

Add funds in Step 1 to continue

Step 3: Upload Encumbrance Documentation

Add funds in Step 1 to continue

Step 4: Additional Information

Not ready to submit

Click to edit form

SB131– SWMD Only

- Per IC 13-21-3-13.5, Solid Waste Management Districts have until March 1 each year to submit the required financial and programmatic information into the Gateway "SB 131 Reporting for SWMDs" application and upload any necessary supporting documentation.
- The deadline for reporting this information in 2020 was March 2 since March 1 fell on a Sunday this year.
- Data points collected via the SB131 application include the cash balance as of December 31 of the prior year for the SWMD's funds, expenditures from these funds, and revenues received by the district.
- Additionally, items like tonnage of solid waste disposed and tonnage of recycling carried out in the district are reported.

TIF Management – City/Town/County Units

- All County/City/Town taxing units are required to submit the annual redevelopment commission report in Gateway TIF Management by April 15 each year, regardless of whether the unit has TIF Districts.

Manage Redevelopment Items and Settings

🔧 **Customize Redevelopment Unit**
Verify Redevelopment commission and enter commission name.

📖 **Manage TIF Districts**
Manage TIF Districts.

📍 **Manage TIF Areas**
Manage TIF Areas.

🔗 **Manage Debt Links**
Report which obligations are supported by TIF districts.

💼 **Manage Funds**
Manage Redevelopment Funds and TIF District links.

📄 **Document Files**
Upload, view, and manage files related to redevelopment activities.

Redevelopment Commission Report   2019 ▾

Submitted 5/8/2019 1:18 PM.

🖨 **View/Download Report**
View or download a summary of submitted data.

👤 **Personnel**
Report commissioner and employee information.

$ **Finances**
Report TIF disbursement information.

🐷 **Fund Balances**
Report TIF fund balances.

💳 **Debt Payments**
Report Debt Payments made in the prior year.

📊 **Parcels**
Upload parcel files and view data/files.

✔ **Review & Submit**
Manage the TIF submission status for this unit.

TIF Management – City/Town/County Units

- The TIF Management application contains two components: a year-round section and an annual section.

- **Year-round Section:** The year-round section will be used to update information on the redevelopment commission and TIF districts. Users are welcome to use the year-round section throughout the year. Users will use the year-round section to add new TIF districts, to describe TIF expansions, and to manage documents associated with the TIF district. HEA 1290-2016 introduced a requirement that redevelopment commissions must submit copies of each resolution that establishes or alters a TIF district. These documents can be managed using the year-round section of TIF Management.

- **Annual Section:** The annual section will be used to update information specific to a reporting year. Information reported through April 15, 2019 will pertain to calendar year 2018. Users will use the annual section to report information pertaining to personnel, revenues, expenditures, fund balances, and debt payments. Users will also use the annual section to report the assessed values for parcels within TIF districts. The upload specifications remain the same as they have been in prior years.

Gateway Public Reporting Site
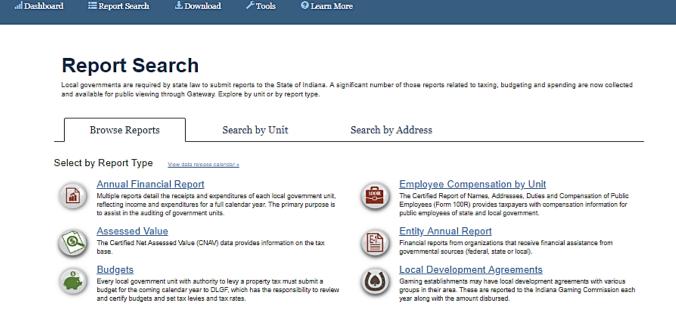
Gateway Public Reporting Site

- The Gateway Public Reporting Site offers a variety of reports to the general public; you do not need a Gateway account to access this read-only information.
- Information contained in these reports comes from the data that has been submitted by them local units of government via the different applications.

Gateway Public Reporting Site

- Members of the public can also do a search for a particular local unit of government and see what applicable Gateway reports are associated with that unit.

Report Search

Local governments are required by state law to submit reports to the State of Indiana. A significant number of those reports related to taxing, budgeting and spending are now collected and available for public viewing through Gateway. Explore by unit or by report type.

Browse Reports	Search by Unit	Search by Address

Search By Unit
Start typing the name of a governmental unit. When the desired unit appears in the autocomplete list below the textbox, select the unit.

Type in the name of a reporting unit: [   ]

About Gateway · Contact Us

Gateway Public Reporting Site

- Members of the public can also enter a particular address to see what local units of government are associated with that address and can, then, also access the reports that are associated with those particular units.

Resources

- User Guides
- Information Icons
- ![YouTube] Training Videos
  - www.youtube.com/user/dlgfgateway
- Department Memos: www.in.gov/dlgf/2444.htm
- Department Gateway Email: gateway@dlgf.in.gov
- Call: 317-234-4480
  - *Note: The Department requests that unlock/un-submit requests and password resets are provided via email.

Questions?

Thank you!

James Johnson, Director – Data Analysis Division

- Telephone: 317-234-8274
- Email: jjohnson@dlgf.in.gov

Billy Ottensmeyer, Gateway Project Coordinator

- Telephone: 317-234-4480
- Email: gateway@dlgf.in.gov

Website: www.in.gov/dlgf

"Contact Us": http://www.in.gov/dlgf/2338.htm