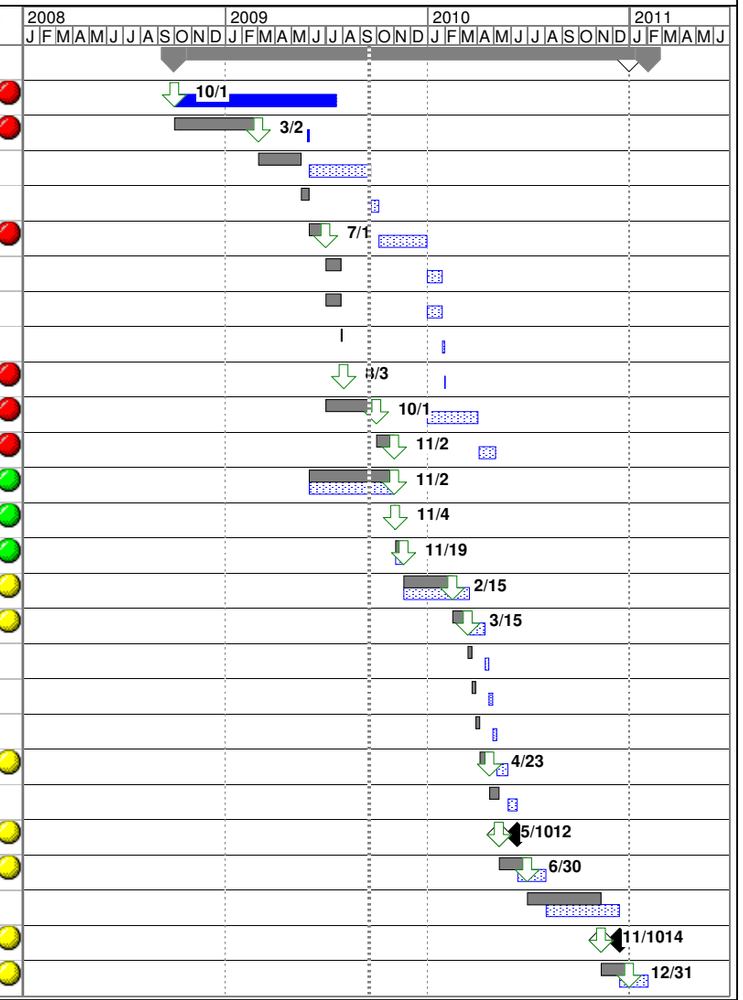
2009-Pay-2010 Assessment/Tax Billing Cycle - Crawford County - Updated Wed 9/16/09

ID	Date Type	Task Name	Actual/Projected Start Date	Actual/Projected Finish Date	Required Finish Date	Resource Name	On Time Status
0		**2009-Pay-2010 Assessment/Tax Billing Cycle - Crawford County**	**NA**	**NA**	**NA**		
1	Actual	**Submit 2008-pay-2009 real and personal property data to DLGF/LSA**	**Wed 10/1/08**	**Mon 7/20/09**	**Wed 10/1/08**	**Assessor**	
2	Actual	**Validate all 2008 sales disclosures and submit data to DLGF/LSA**	**Fri 5/29/09**	**Mon 6/1/09**	**Mon 3/2/09**	**Assessor**	
3	Projected	County submits workbook and ratio study	Tue 6/2/09	Mon 9/21/09	Mon 5/18/09		
4	Projected	Conduct and approve county ratio study	Tue 9/22/09	Mon 10/5/09	Mon 6/1/09	DLGF	
5	Projected	**Apply trending factors, review assessed values, and deliver final AV to Auditor**	**Tue 10/6/09**	**Thu 12/31/09**	**Wed 7/1/09**	**Assessor**	
6	Projected	Apply deductions and exemptions	Fri 1/1/10	Thu 1/28/10	Wed 7/29/09	Auditor	
7	Projected	Submit TIF Neutralization forms (if applicable)	Fri 1/1/10	Thu 1/28/10	Wed 7/29/09	Auditor	
8	Projected	Review and approve TIF Neutralization	Fri 1/29/10	Mon 2/1/10	Fri 7/31/09	DLGF	
9	Projected	**Certify net assessed values to DLGF**	**Tue 2/2/10**	**Tue 2/2/10**	**Mon 8/3/09**	**Auditor**	
10	Projected	**Prepare data extract files and submit 2009-pay-2010 real and personal property t**	**Fri 1/1/10**	**Fri 4/2/10**	**Thu 10/1/09**	**Assessor**	
11	Projected	**Prepare Form 15 data and submit to DLGF**	**Mon 4/5/10**	**Tue 5/4/10**	**Mon 11/2/09**	**Assessor**	
12	Projected	**Adopt budgets, levies and rates**	**Tue 6/2/09**	**Mon 11/2/09**	**Mon 11/2/09**	**Local Units**	
13	Projected	**File budgets with County Auditor**	**Tue 11/3/09**	**Wed 11/4/09**	**Wed 11/4/09**	**Local Units**	
14	Projected	**Advertise adopted rates (TAB Rate Chart)**	**Thu 11/5/09**	**Thu 11/19/09**	**Thu 11/19/09**	**Auditor**	
15	Projected	**Work unit budgets, levies, rates, and certify county budget order**	**Fri 11/20/09**	**Thu 3/18/10**	**Mon 2/15/10**	**DLGF**	
16	Projected	**Prepare abstract and tax duplicate, and submits 2009-pay-2010 tax billing data to**	**Fri 3/19/10**	**Thu 4/15/10**	**Mon 3/15/10**	**Auditor**	
17	Projected	Publish tax rates - 1st advertisement	Fri 4/16/10	Thu 4/22/10	Mon 3/22/10	Treasurer	
18	Projected	Publish tax rates - 2nd advertisement	Fri 4/23/10	Thu 4/29/10	Mon 3/29/10	Treasurer	
19	Projected	Publish tax rates - 3rd advertisement	Fri 4/30/10	Thu 5/6/10	Mon 4/5/10	Treasurer	
20	Projected	**Prepare and mail tax bills**	**Fri 5/7/10**	**Wed 5/26/10**	**Fri 4/23/10**	**Treasurer**	
21	Projected	Tax billing lead time - spring installment	Wed 5/26/10	Sat 6/12/10	Mon 5/10/10		
22	Projected	**Tax bills due - spring installment**	**Sat 6/12/10**	**Sat 6/12/10**	**Mon 5/10/10**		
23	Projected	**Make spring property tax distribution**	**Mon 6/14/10**	**Tue 8/3/10**	**Wed 6/30/10**	**Auditor**	
24	Projected	Tax billing lead time - fall installment	Tue 8/3/10	Tue 12/14/10	Wed 11/10/10		
25	Projected	**Tax bills due - fall installment**	**Tue 12/14/10**	**Tue 12/14/10**	**Wed 11/10/10**		
26	Projected	**Make fall property tax distribution**	**Wed 12/15/10**	**Thu 2/3/11**	**Fri 12/31/10**	**Auditor**	



On time symbols: Green = On time or early; Yellow = 1-90 days late; Red = 91+ days late

Task		Summary		Rolled Up Baseline Milestone		Project Summary	
Progress		Rolled Up Task		Rolled Up Progress		Group By Summary	
Baseline		Rolled Up Milestone		Split		Deadline	
Milestone		Baseline Summary		Baseline Split			
Baseline Milestone		Rolled Up Baseline		External Tasks			

Note: Tasks in **BOLD** have statutory deadlines.