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# STATE OF INDIANA

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DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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**TO:           Redevelopment Commissions**

**FROM:       Jason Cockerill, Commissioner**

**RE:           Redevelopment Commission Annual Spending Plan Submissions**

**DATE:       July 28, 2025**

In 2023, legislation was updated to add Section 172 of House Enrolled Act 1454 (P.L.236-2023) (“HEA 1454”), creating specified additional reporting requirements for redevelopment commissions.

## **I. Redevelopment Commission Annual Reporting**

Section 172 of HEA 1454 added Ind. Code § 36-7-14-12.7 which specifies that redevelopment commissions are required to submit a spending plan for the upcoming year by December 1 to the Department of Local Government Finance (“Department”). The required spending plan must be submitted in a manner prescribed by the Department.

The redevelopment commission reporting under HEA 1454 is *in addition to* the annual reporting required under Ind. Code § 36-7-14-13 and Ind. Code § 36-7-14.5-9, which must be submitted through the TIF Management Application no later than April 15 each year.

Spending plans adopted by redevelopment commissions should be uploaded to the Gateway File Transmission Application, as outlined in Section II of this memo.

## II. Spending Plan Upload Instructions

All redevelopment commissions should already have an existing Gateway account; however, any redevelopment commissions that currently do not have access to Gateway will need to [establish a user account](#).

After logging into Gateway, the commission will select the File Transmission Application as highlighted below:

**Welcome to the Indiana Gateway for Government Units**

As an authorized user, you will have at least one application to use. Each of these applications enables a local unit to submit its required forms, reports or files to the appropriate state agency. Agencies currently include Department of Local Government Finance, State Board of Accounts, Indiana Education Employment Relations Board and Indiana Gaming Commission.

Select Application

| Department of Local Government Finance (DLGF) | Deadline                | State Board of Accounts (SBOA)        | Deadline                                               |
|-----------------------------------------------|-------------------------|---------------------------------------|--------------------------------------------------------|
| Additional Appropriations                     | <a href="#">Details</a> | 100R                                  | Jan 31                                                 |
| Abstract                                      | <a href="#">Details</a> | Annual Financial Report               | <a href="#">Details</a>                                |
| Assessor Reports                              | Jan 15                  | Monthly and Annual Engagement Uploads | <a href="#">Details</a>                                |
| Budgets                                       | <a href="#">Details</a> | E-1 Entity Annual Report              | 60 days after entity's fiscal year ends                |
| Data Entry for CNAV and Form 22               | <a href="#">Details</a> | ECA Risk Report                       | Aug 29                                                 |
| Debt Management                               | <a href="#">Details</a> | Conflict of Interest Disclosure       | 15 days after final action on the contract or purchase |
| Economic Development Reporting                | Sep 30                  |                                       |                                                        |
| <b>File Transmission</b>                      | <a href="#">Details</a> |                                       |                                                        |

After selecting the File Transmission Application, the user will need to select the applicable unit. Similar to how redevelopment commissions complete submissions through the TIF Management Application, commissions will need to select the unit of government that originally established the redevelopment commission.

**Indiana Gateway for government units**

Department of Local Government Finance - File Transmission

Select County > All Units

Select Settlement Year: 2024 | 01 - Adams

Select Unit

- 1 - 0000 - ADAMS COUNTY [2]
- 2 - 0001 - BLUE CREEK TOWNSHIP [3]
- 2 - 0002 - FRENCH TOWNSHIP [4]
- 2 - 0003 - HARTFORD TOWNSHIP [5]
- 2 - 0004 - JEFFERSON TOWNSHIP [6]
- 2 - 0005 - KIRKLAND TOWNSHIP [7]
- 2 - 0006 - MONROE TOWNSHIP [8]
- 2 - 0007 - PREBLE TOWNSHIP [9]
- 2 - 0008 - ROOT TOWNSHIP [10]
- 2 - 0009 - ST. MARY'S TOWNSHIP [11]
- 2 - 0010 - UNION TOWNSHIP [12]
- 2 - 0011 - WABASH TOWNSHIP [13]

Powered by Information for Indiana

Then select “TIF Spending Plans”.

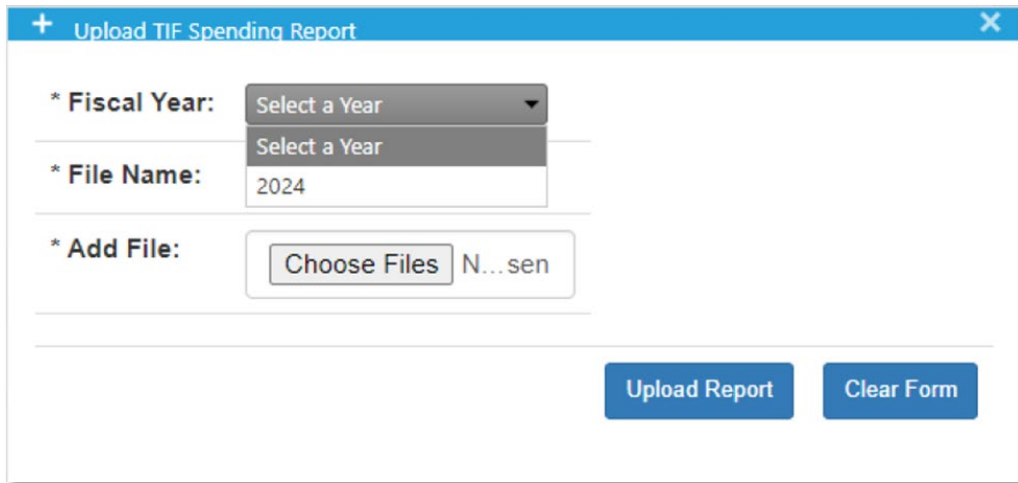


The user will then select “+ Upload Plan” to upload the TIF Spending Plan.



After selecting “+ Upload Plan”, the user will select the appropriate Fiscal Year, enter the File Name, and upload the TIF Spending Plan. TIF Spending Plan submissions should use the following File Name format:

[YEAR] [RDC Name] TIF Spending Plan

A screenshot of a web application window titled "Upload TIF Spending Report". The window has a blue header bar with a plus icon on the left and a close icon on the right. The main content area is white and contains three labeled input fields: "\* Fiscal Year:" with a dropdown menu showing "Select a Year", "\* File Name:" with a text box containing "2024", and "\* Add File:" with a button labeled "Choose Files" and a text box containing "N...sen". At the bottom right of the form are two blue buttons: "Upload Report" and "Clear Form".

If a redevelopment commission determines that a previously submitted TIF Spending Plan needs to be amended, the commission will proceed with uploading the amended spending plan. The original spending plan submission should not be removed or deleted. Amended TIF Spending Plan submissions should use the following File Name format:

[YEAR] [RDC Name] TIF Spending Plan (Amended [DATE])

### **Contact**

If you have any questions about uploading the TIF Spending Plan, please contact [support@dlgf.in.gov](mailto:support@dlgf.in.gov).