
STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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Frequently Asked Questions

Gateway & Budget Notices Overview

September 15, 2021

1. Any timeline for the test site?

Not at this time. Having a timeline is highly dependent on the hiring of a new member of our IS Team. Keep an eye out for a note about it in future Commissioner's emails. If you know of anyone who you think is a qualified candidate to work on this project, please feel free to let us know.

2. Are the Limited Delegation Authority ("LDA") forms public?

Yes. The LDA Forms can be found on the Department's website at this link:

<https://www.in.gov/dlgf/forms/dlgf-forms/>.

3. I am new to Gateway and would like to learn how to use it. Are there any recorded webinars that would help me learn how to use it? The auditor gave me a limited use log-in. We have a council administrator who has done all required from the county council (that the auditor gives her permission to do which is limited) that needs to be done with Gateway and she uses it constantly. I feel like I need to know about it and how to use it in case someday we don't have an administrator.

Yes. The Department has a YouTube channel that has many videos dedicated to completing specific tasks on Gateway. Additionally, you can find user guides to most Department Applications in the "Help" Section of Gateway.

4. Is there a plan to update the SEFA input screen on the Annual Financial Report for schools? It is difficult to navigate.

This input screen is part of an SBOA Supported Application. We've passed this request along to them. Please reach out to them for future updates on AFR and other SBOA applications.

5. What is that link again for jobs?

The Department's job postings can be found on the State of Indiana's job bank:

<https://workforindiana.in.gov>.

6. Who do we contact to update information on elected officials for the township?

Please share that information with the Department's Communications Director Jenny Banks and the Department's Budget Director Fred Van Dorp.