

STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



INDIANA GOVERNMENT CENTER NORTH
100 NORTH SENATE AVENUE N1058(B)
INDIANAPOLIS, IN 46204
PHONE (317) 232-3777

TO: Local Officials

FROM: Josh Jacoboski, Director of Information Systems

DATE: December 11, 2025

RE: Additional Appropriations Public Notice Application Launch

The purpose of this memorandum is to announce an upgrade to the Department of Local Government Finance's ("Department") [Budget Notices](#) application that will incorporate the new requirements for public notification of proposed additional appropriations as per Ind. Code § 6-1.1-18-5. These updates will be made effective January 1, 2026.

A new section for Additional Appropriations will be made to appear in the Budget Notices application between the Additional Gateway Reports and Tax District sections. This new section will contain a tabular layout with the following columns:

- ID
- Fund Name
- Approved Amount
- Public Hearing Date
- Approved Status
- Document for Download

All additional appropriations requests will continue to be submitted through the Additional Appropriations application via the Gateway portal:

Department of Local Government Finance (DLGF)	Deadline
Additional Appropriations	Details
Abstract	Details
Assessor Reports	Jan 15

State Board of Accounts (SBOA)	Deadline
100R	Jan 31
Annual Financial Report	Details
Monthly and Annual Engagement Uploads	Details

Once the additional appropriations request is successfully submitted, it will be displayed in the corresponding section of the Budget Notices application.

Please note that pursuant to Ind. Code § 6-1.1-18-5(m), effective January 1, 2026, the proper officers of a political subdivision shall submit the information to the Department at least fourteen (14) days prior to the public hearing.

For questions concerning this memorandum, please contact the Gateway support team at support@dlgf.in.gov or (317) 234-4480.