
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
FAX (317) 974-1629

TO: All Political Subdivisions
FROM: Matthew Parkinson, Deputy Commissioner
RE: 2018 Budget Forms are Available for Use
DATE: June 7, 2017

The 2018 Budget Forms are now open and available for use in Gateway.

The Department of Local Government Finance (“Department”) has released the 2018 local government budget forms through Gateway. Gateway may be accessed at <http://gateway.in.gov>. Taxing units will use the Gateway Budget forms to submit budget information to the Department. The forms look and operate similarly to how they did for 2017 budgets.

Taxing units that choose to upload their funds, departments, Form 1: Budget Estimate, and Form 2: Miscellaneous Revenues may do so at this time. The Department has released a separate memorandum to software vendors providing information about the 2018 budget upload process. As is the case with the budget forms, the upload process will largely mirror the 2017 process.

Taxing units are reminded that the Department has released a separate data collection component for Gateway Budget pertaining to the 2018 budget cycle. The target date to complete the report was June 5, 2017. If you have not completed the report, the Department asks that you do so as quickly as possible.

Local officials are encouraged to review three related memoranda:

- Pre-budget information collection: <http://www.in.gov/dlgf/files/pdf/170502%20-%20Parkinson%20Memo%20-%20Information%20Collection%20through%20the%20Gateway%20Budget%20Application.pdf>
- 2017-2018 Budget Calendar: <http://www.in.gov/dlgf/files/pdf/170111%20-%20Jones%20Memo%20-%202017%20-%202018%20Budget%20Calendar.pdf>
- 2018 Gateway Budget Upload Codes: <http://www.in.gov/dlgf/files/pdf/170607%20-%20Kuester%20Memo%20-%202018%20Gateway%20Budgets%20Upload%20Codes.pdf>.

Gateway budget user guides may be found at <https://gateway.ifionline.org/help.aspx>.

Contact Information

Questions related to the contents of the budget forms should be directed to the Department's Budget Field Representative team. Budget Field Representative county assignments and contact information may be found at [http://www.in.gov/dlgf/files/Field_Rep_Map - Budget.pdf](http://www.in.gov/dlgf/files/Field_Rep_Map_-_Budget.pdf).

Technical questions about Gateway's Budget application should be directed to the Department's Gateway support team at Gateway@dlgf.in.gov or (317) 234-4480.