
July 3 email from Commissioner Shackle

1 message

Department of Local Government Finance <DLGF@public.govdelivery.com>
To: dave@bsquarebulletin.com

Wed, Jul 3, 2024 at 2:03 PM



Upcoming Deadlines

- July 12: [Level I & II Assessor-Appraiser Examinations](#) (Indianapolis)
- July 15: Deadline for Gateway submission of first half 2024 tax distribution and settlement through Gateway DECAF – Form 22. (Ind. Code § 5-14-3.8-9) Pertains exclusively to county auditors.
- July 15: Department provides to each county an estimate of the maximum allowable appropriation and maximum amount of property taxes that may be imposed for community mental health centers or community intellectual disability and other developmental disabilities centers that are exempt from property tax levy limits for the ensuing year. The report will be posted on the Department's website. (Ind. Code § 12-29-1-3.5)
- July 15: Beginning of the Department Budget Workshops. The Department will schedule individual appointments with each taxing unit and their representatives to assist with the preliminary budget data submission into Gateway.
- July 15: Department provides each library with their maximum allowable budget able to be adopted by the library board, and the threshold that will trigger the budget to be adopted by appropriate fiscal body.
- July 15: Department provides each unit with an estimate for the 2025 non-property tax revenues of MVH, LRS, ABC Gallonage, FIT, CVET, and Excise based on historical distribution amounts.
- July 15: Last day to file an amended personal property return (for the 2024 assessment date) and be able to pay taxes in 2025 based on the assessed value reported on the amended return. If a taxpayer fails to file an amended return on or before July 15, 2024, the pay-2025 taxes will be based on the assessed values reported on the original return. (Ind. Code § 6-1.1-3-7.5(e)-(f))
- July 17: DLGF Webinar: [Fall Data Compliance Review Process](#)
- July 28: Deadline for Department to provide to each taxing unit with an estimate of the property tax cap loss ("circuit breaker impact") for the ensuing year. The report will be posted on the Department website. (Ind. Code § 6-1.1-20.6-11.1)
- July 31: Last date for completion of the appraisal of one-third (1/3) of the parcels in the second reassessment group as part of the county's cyclical reassessment plan. (Ind. Code § 6-1.1-4-21.4(a)(1))
- August 1: Deadline for county auditors to provide to the Department and each political subdivision a notice of the AV withholding from the ensuing year certified net assessed values. (Ind. Code § 6-1.1-17-0.5)
- August 1: Last day for county auditor to submit TIF neutralization forms to the Department for review and approval. This is a prerequisite step for AV Certification.
- August 1: Last day for the county auditor to certify net assessed values ("CNAV") to the Department. The Department will make AV visible to every political subdivision via Gateway. All units are encouraged to use Gateway's

public site to validate the AVs certified by the county auditor. (Ind. Code § 6-1.1-171)

- ***August 1:*** The county fiscal body shall review at its first meeting in August the estimated property tax levy limits and the estimated reductions due to circuit breakers for each taxing unit. The county fiscal body will prepare and distribute a written recommendation for the taxing units, or the county auditor will distribute the minutes of the meeting to all taxing units after the minutes are approved by the fiscal body. (Ind. Code § 6-1.1-17-3.6)

CYBER THREAT ADVISORY

Alert: An Indiana local government office experienced a cybersecurity attack that utilized BlackSuit ransomware and may be linked to the Royal Spider cybercriminal organization, which operates from the Russian Federation. Royal Spider is known for developing and deploying this type of ransomware.

BlackSuit Ransomware: BlackSuit Ransomware is categorized as a Royal Ransomware. Royal Ransomware is often delivered via email as a .zip attachment and can affect servers, virtual servers and workstations. For more detailed information on Royal Ransomware, please visit <https://www.cisa.gov/news-events/cybersecurity-advisories/aa23-061a>

Limited Delegation of Authority (LDA) Changes (for all taxing units)

All units are now required to utilize the new DLGF LDA Online Application available online at: <https://gatewaylda.ifionline.org/Account/Login>

All elected officials may grant access to another individual that will be assisting them with DLGF Gateway applications. The other individual will first need to request a Gateway account: <https://gateway.ifionline.org/requestaccess.aspx>. If you previously had a Gateway account, you do not need to request a new one.

Once the account is created, the elected official will need to log into the LDA application and grant the access to the appropriate person. **Current DLGF Editor and Read Only permissions were reset on June 6, 2024.** Individuals needing Editor or Read Only access to DLGF applications will need to submit a new request in the online LDA application. A user guide is available for reference on the [Department's website](#).

Gateway Pre-Budget Report Submission Reminder

The Pre-Budget Report within the Gateway Budget application that all units of local government use is now available. The deadline is **June 30, 2024**. It is imperative that local governments complete the report by the deadline. Local officials may [login](#)

to Gateway. A user guide is available on the [Gateway website](#).

Rolling and Balancing of Real and Personal Property Values (for county assessors and auditors)

County assessors are asked to notify the Department at data@dlgf.in.gov, when they have rolled their values to the county auditor. County auditors are asked to notify the Department at data@dlgf.in.gov, upon balancing of the Real and Personal Property values. Please note that the Budget Status Map can only be updated when **both** the Real and Personal Property values have been rolled to the auditor and then again when **both** Real and Personal values have been balanced by the auditor.

- [2025 Budget Certification Status Map](#)
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2024 Budget Workshops

The Department will hold all budget workshops virtually this summer. It is imperative that local units begin preparing their financial documents prior to the start of workshops. Each taxing unit should have received communication from their Budget Field Representative about scheduling their workshop. If you have not finalized your workshop meeting, please contact your [Budget Field Representative](#) as soon as possible.

- [Budget Workshop Overview and Preparation \[Budget\] - June 12, 2024](#)
 - [BUDGET WORKSHOP UPLOAD AUTHORIZATION FORM](#)
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2024 Webinars for Local Officials

The Department will be hosting a series of webinars held virtually each month. The webinars are held at both 10 a.m. or 2 p.m. EST and will last for approximately one hour. You may attend the webinar that is most convenient for you. The Department will provide one (1) hour of continuing education credit per class.

July 17, 2024

Fall Data Compliance Review Process

10 a.m. or 2 p.m.

Geared toward assessors but open to all local officials.

Customer Service Survey

The Department has implemented an online survey to collect feedback from those who have attended a training session or asked for assistance from a staff member. Please take a moment to provide me with your feedback as to how our team is doing. Here's the [link](#). It should only take about two minutes.

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