



Township Budget Workshop

Sponsored by
The Indiana Township Association, Inc.

Instruction provided by the Indiana Department of Local Government

Wednesday, June 15, 2011
9 AM – 4 PM

No Charge – No Membership Required

Location

Delaware Township Community Center
9094 E 131st Street
Fishers IN 46038

Agenda

8:00 – 9:00 AM

Registration

9:00 AM - NOON

- Reading Final Budget Orders - *(Bring yours to the meeting for reference purposes)*
- Understanding the Budget Calendar
- What is the “County Non-Binding Review”?
- Establishing a Fire Cumulative Fund

NOON – 1 PM - Lunch Break

1:00 – 3:00 PM

- Understanding “GATEWAY”(See enclosed sheet)
- Streamlining Forms in conjunction with Gateway

3:00 – 4:00 PM

The ITA Answers Your Questions on Township Government

\$10 OPTIONAL LUNCH \$10

Within a mile of the Community Center are several fast food restaurants. However, if you'd like to stay “in”, we are offering an optional lunch for \$10 per person.

Who Should Attend?

The instruction is geared to any township official responsible for preparing the budget (IE Township Trustees and Clerks) or any official who would like to better understand how the budget “works” (Township Board Members).

May I attend just part of the day?

Certainly! The morning session will be geared more toward “beginners”; while the afternoon “GATEWAY” session is important for all to hear.



Gateway is a website which allows local government units to submit forms to certain State agencies online. Once fully developed, local units can submit budget forms to the Department of Local Government Finance (DLGF) and annual reports to the State Board of Accounts (SBOA). Gateway is being developed as a collaborative project among the DLGF, SBOA, and the Indiana Business Research Center at the Kelley School of Business.

The information collected through Gateway will be placed in a modern, statewide database. With information in this modern format, it becomes easy to generate numerous reports: specialized reports for trade organizations, taxpayer-friendly reports placed online, and more.

During the fall of 2010, the DLGF conducted a pilot program in seven counties to get feedback on Gateway. Pilot volunteers were surveyed, and overwhelmingly agreed that it was easy to log into and navigate the website, that the training sessions and resource materials were helpful, and that they received good personal assistance throughout the pilot. Further, 100 percent of survey respondents had successfully submitted forms through Gateway. The DLGF has analyzed the data from these online submissions and verified that data is transferring through the website accurately.

With a successful pilot, we are now moving forward with full rollout of online budget submission for pay-2012 budgets. All unit types statewide except for schools will be submitting budgets through the website in the fall of 2011. (Schools will submit budget forms through the website beginning pay-2013.) We currently are upgrading the website to include all budget forms and to implement a direct upload option for units that already have their own electronic financial software. We will be unveiling the upgraded website this summer but will begin offering preliminary training well in advance of that rollout.



The Voice for
Grassroots Government

INDIANA TOWNSHIP ASSOCIATION, INC.

2011 DLGF Budget Training

June 15, 2011 - 9AM-4PM at the

Delaware Township/Hamilton County Community Center

9094 E. 131st Street, Fishers, IN 46038 317.813.3240

Registration must be Received by May 31, 2011

PLEASE PRINT

TOWNSHIP: _____ COUNTY: _____

FIRST NAME: _____ LAST NAME: _____

ADDRESS _____ CITY: _____ ZIP: _____

PHONE: _____ FAX: _____

EMAIL: _____ TITLE: _____

PLEASE CHECK ONE OF OPTIONS BELOW:

No Cost
Meeting Only: _____

\$10.00
Meeting with Lunch: _____

Credit Card Type: Visa or MasterCard Name as on Card: _____

Card#: _____ Address Associated with Card: _____

Exp. Date: _____ Total # of people paying for using Credit Card: _____ Total amount to be charged: _____

MAKE CHECKS PAYABLE TO:

Indiana Township Association, Inc. P.O. Box 611 Fishers, IN 46038
Phone: 317.813.3240 Fax: 317.813.3187 Email: ita@indianatownshipassoc.org

ITA Office Use Only: Check #: _____ Total # paying for: _____

Total this registration: \$ _____

Date Received: _____

Total Check: \$ _____