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# STATE OF INDIANA

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DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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**TO: All Political Subdivisions**

**FROM: Fred Van Dorp, Budget Division Director**

**RE: Online Additional Appropriation Application Now Available**

**DATE: April 6, 2020**

The Department of Local Government Finance (“Department”) is proud to announce that the Additional Appropriation Application on Gateway is now live. Beginning on April 1, 2020, all additional appropriations must be submitted to the Department via the Gateway application. The new application can be accessed through [Gateway](#).

The application only replaces the method by which units will submit and the Department will review and approve additional appropriation petitions. All other statutory steps related to the advertisement, public hearing, and resolution adoption are unchanged. Details about the current additional appropriation process can be found in the Department’s January 24, 2020 memo, [available here](#).

Training materials for the new application include an introductory video, PowerPoint presentation, and a comprehensive user guide that can be found on the [Department’s website](#).

Questions related to the additional appropriation process should be directed to the Department’s [Budget Field Representative](#) team. Technical questions, including security requests, about the application, should be directed to the Department’s Gateway support team at [Gateway@dlgf.in.gov](mailto:Gateway@dlgf.in.gov) or 317-234-7987.