

Required Reporting Per Fiscal Year

FY 16				
Due Date	Legislative Deadline	Report/ Required Information	Format*	Transparency Portal Availability
11/30/2016	N/A	Annual Municipal Data Report, MTP1, Submission to DMF	New	Public
12/15/2016	N/A	Municipal Data Report, MTP2, finalized by DMF returned to Municipality for inclusion in final audit	New	Public
12/31/2016	N/A	Municipal Data Report, MTP2, inclusion in final audit	New	Public

FY17				
Due Date	Legislative Deadline	Report/ Required Information	Format*	Transparency Portal Availability
1/25/2017	25 days after the end of the 2nd Qtr.	Budget to Actual 1, MTP1	Old	Public
4/25/2017	25 days after the end of the 3rd Qtr.	Budget to Actual 2, MTP1	Old	Public
7/25/2017	25 days after the end of the 4th Qtr.	Budget to Actual 3, MTP1	Old	Public
11/30/2017	N/A	Annual Municipal Data Report, MTP1, Submission to DMF	New	Public
12/15/2017	N/A	Municipal Data Report, MTP2, finalized by DMF returned to Municipality for inclusion in final audit	New	Public
12/31/2017	N/A	Municipal Data Report, MTP2, inclusion in final audit	New	Public

FY18				
Due Date	Legislative Deadline	Report/ Required Information	Format*	Transparency Portal Availability
April-July 2017	30 days after adoption of budget	Adopted Budget Survey, MTP1	New	Public
April-July 2017	30 days after adoption of budget	5 year Forecast, MTP1	New	Public
1/25/2018	25 days after the end of the 2nd Qtr.	Budget to Actual 1, MTP1	New	Public
4/25/2018	25 days after the end of the 3rd Qtr.	Budget to Actual 2, MTP1	New	Public
7/25/2018	25 days after the end of the 4th Qtr.	Budget to Actual 3, MTP1	New	Public
11/30/2018	N/A	Annual Municipal Data Report, MTP1, Submission to DMF	New	Public
12/15/2018	N/A	Municipal Data Report, MTP2, finalized by DMF returned to Municipality for inclusion in final audit	New	Public
12/31/2018	N/A	Municipal Data Report, MTP2, inclusion in final audit	New	Public

FY19				
Due Date	Legislative Deadline	Report/ Required Information	Format*	Transparency Portal Availability
April-July 2018	30 days after adoption of budget	Adopted Budget Survey, MTP1	New	Public
April-July 2018	30 days after adoption of budget	5 year Forecast, MTP1	New	Public
1/25/2019	25 days after the end of the 2nd Qtr.	Budget to Actual 1, MTP1	New	Public
4/25/2019	25 days after the end of the 3rd Qtr.	Budget to Actual 2, MTP1	New	Public
7/25/2019	25 days after the end of the 4th Qtr.	Budget to Actual 3, MTP1	New	Public
11/30/2019	N/A	Annual Municipal Data Report, MTP1, Submission to DMF	New	Public
12/15/2019	N/A	Municipal Data Report, MTP2, finalized by DMF returned to Municipality for inclusion in final audit	New	Public
12/31/2019	N/A	Municipal Data Report, MTP2, inclusion in final audit	New	Public

* Format: The **New** format is the new reporting implemented through the Municipal Transparency Portal, and will use the MTP1 template to complete. The **Current** format is the Quarterly Report format, currently submitted to DMF.

Required Reporting Per Chronological Order

2016					
Due Date	Legislative Deadline	Report/ Required Information	Format*	Transparency Portal Availability	FY
11/30/2016	N/A	Annual Municipal Data Report, MTP1, Submission to DMF	New	Public	FY16
12/15/2016	N/A	Municipal Data Report, MTP2, finalized by DMF returned to Municipality for inclusion in final audit	New	Public	FY16
12/31/2016	N/A	Municipal Data Report, MTP2, inclusion in final audit	New	Public	FY16

2017					
Due Date	Legislative Deadline	Report/ Required Information	Format*	Transparency Portal Availability	FY
1/25/2017	25 days after the end of the 2nd Qtr.	Budget to Actual 1, MTP1	Old	Public	FY17
4/25/2017	25 days after the end of the 3rd Qtr.	Budget to Actual 2, MTP1	Old	Public	FY17
April-July 2017	30 days after adoption of budget	Adopted Budget Survey, MTP1	New	Public	FY18
April-July 2017	30 days after adoption of budget	5 year Forecast, MTP1	New	Public	FY18
7/25/2017	25 days after the end of the 4th Qtr.	Budget to Actual 3, MTP1	Old	Public	FY17
11/30/2017	N/A	Annual Municipal Data Report, MTP1, Submission to DMF	New	Public	FY17
12/15/2017	N/A	Municipal Data Report, MTP2, finalized by DMF returned to Municipality for inclusion in final audit	New	Public	FY17
12/31/2017	N/A	Municipal Data Report, MTP2, inclusion in final audit	New	Public	FY17

2018					
Due Date	Legislative Deadline	Report/ Required Information	Format*	Transparency Portal Availability	FY
1/25/2018	25 days after the end of the 2nd Qtr.	Budget to Actual 1, MTP1	New	Public	FY18
4/25/2018	25 days after the end of the 3rd Qtr.	Budget to Actual 2, MTP1	New	Public	FY18
April-July 2018	30 days after adoption of budget	Adopted Budget Survey, MTP1	New	Public	FY19
April-July 2018	30 days after adoption of budget	5 year Forecast, MTP1	New	Public	FY19
7/25/2018	25 days after the end of the 4th Qtr.	Budget to Actual 3, MTP1	New	Public	FY18
11/30/2018	N/A	Annual Municipal Data Report, MTP1, Submission to DMF	New	Public	FY18
12/15/2018	N/A	Municipal Data Report, MTP2, finalized by DMF returned to Municipality for inclusion in final audit	New	Public	FY18
12/31/2018	N/A	Municipal Data Report, MTP2, inclusion in final audit	New	Public	FY18

2019					
Due Date	Legislative Deadline	Report/ Required Information	Format*	Transparency Portal Availability	FY
1/25/2019	25 days after the end of the 2nd Qtr.	Budget to Actual 1, MTP1	New	Public	FY19
4/25/2019	25 days after the end of the 3rd Qtr.	Budget to Actual 2, MTP1	New	Public	FY19
April-July 2019	30 days after adoption of budget	Adopted Budget Survey	New	Public	FY20
April-July 2019	30 days after adoption of budget	5 year Forecast	New	Public	FY20
7/25/2019	25 days after the end of the 4th Qtr.	Budget to Actual 3, MTP1	New	Public	FY19
11/30/2019	N/A	Annual Municipal Data Report, MTP1, Submission to DMF	New	Public	FY19
12/15/2019	N/A	Municipal Data Report, MTP2, finalized by DMF returned to Municipality for inclusion in final audit	New	Public	FY19
12/31/2019	N/A	Municipal Data Report, MTP2, inclusion in final audit	New	Public	FY19

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