
STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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TO: Solid Waste Management Districts

FROM: Josh Jacoboski, Director of Information Systems

RE: Reporting Requirement for Solid Waste Management Districts

DATE: January 26, 2024

The purpose of this memorandum is to remind solid waste management districts about their reporting requirement established by Ind. Code § 13-21-3-13.5.

Solid waste management districts (“SWMD”) have until **March 1, 2024**, to submit the required financial and programmatic information into the Gateway “SB 131 Reporting for SWMDs” application and upload any necessary supporting documentation.

District officials will access the [Gateway](#) application using the same username and password used to access the other Gateway applications. For new user requests or other account requests, please contact support@dlgf.in.gov.

Full instructions on completing the solid waste management report and uploading supporting documentation in Gateway can be found on the [Gateway Help](#) page.

Ind. Code § 13-21-3-13.5 also requires a solid waste management district to publish this report either on a website maintained by the district or on the websites maintained by the counties that are members of the district. A district may use the “SB 131 Reporting for SWMDs” application in Gateway to generate a PDF of the district’s completed report and post this document to the appropriate website(s).

If you have any questions regarding this information, please contact the Department’s Gateway support team at (317) 234-4480 or support@dlgf.in.gov.