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## Technical Bulletins: Public Hearing and Reporting Regulations for Revenue Sharing

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*Municipal Technical Advisory Service*

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## technical bulletin

Municipal Technical Advisory Service  
Institute for Public Service, The University of Tennessee  
In cooperation with the Tennessee Municipal League

March 12, 1981

### PUBLIC HEARING AND REPORTING REGULATIONS FOR REVENUE SHARING

By Gary Mabrey, Municipal Consultant

The General Revenue Sharing Program recently was extended for three years with projected appropriations at \$4.6 billion per year.

Even though revenue sharing has been with us for several years, timely reporting is still the responsibility of each municipality. Tardiness in submitting the Statement of Assurances or other reports, especially the RS-9 or equivalent Revenue Sharing Survey Report, may cause your city to be late in receiving the quarterly entitlement.

Most Tennessee cities adopted their fiscal year 1980-81 budget without knowledge of the amount of revenue sharing funds they would receive under Entitlement Period 12. As a result, they may have underestimated and therefore will receive more money than they appropriated. This does not present a problem as long as the local government does not expend above its original revenue sharing budget. If such over-expenditures of revenue sharing funds are necessary during fiscal year 1980-81, you will need to repeat the public hearing process for the expenditures exceeding the original revenue sharing budget.

The public participation notices and hearings which must be held for the 1981-82 budget process are:

#### Proposed Use Notice & Hearing

The notice should be published 10 days before the hearing and should include date, time, place, and amount of funds anticipated. The notice also should state that oral and written comments may be made regarding the use of funds.

#### Budget Notice & Hearing

The notice should be published 10 days before the date of the hearing and should include date, time, place of hearing, and a summary of the budget, along with a statement of the right of citizens to participate and where the budget may be examined.

Notice of Availability of Adopted Budget

Within 30 days after adoption of the budget, a notice indicating where and when a summary of the adopted budget is available for public inspection must be published.

MTAS District and Financial Consultants can provide you with samples of these notices. If there are questions on this, contact MTAS.

Key Dates: The following dates indicate time of submission of your entitlement check and time of submission of the Statement of Assurances and Data Improvement (per capita income, population, adjusted taxes) for Entitlement Period 13. Keep this handy. If your money does not come within a few days of these dates or other report information is not received, contact your MTAS District Consultant for assistance.

KEY EVENTS

(Provided by Office of Revenue Sharing, Ms. Karen Spaight, Tennessee Representative)

Jan. 8, 1981	34th Payment - 1st Quarter Entitlement Period 12.
Jan. 30, 1981	Special Pay for late Statement Of Assurances arrivals - 1st Quarter Entitlement Period 12.
Jan. 30, 1981	Data Improvement Program for Entitlement Period 12 mailed. Data statement includes 1979 population figure, 1977 per capita income figure, FY1979 adjusted tax figure and FY 1979 inter-governmental transfers figure. Statement also includes the amount of the Entitlement Period 12 allocation.
Feb. 27, 1981	Special Pay for late Statement Of Assurance arrivals - 1st Quarter Entitlement Period 12.
March 2, 1981	End of Data Improvement Program Entitlement Period 12.
March 30, 1981	New effective date of Handicapped Regulations.
April 7, 1981	35th Payment - 2nd Quarter Entitlement Period 12.

Late May, 1981

Data Improvement Program for Entitlement Period 13 mailed. Will include data to be used to determine Entitlement Period 13 amounts and an estimated allocation.

Late June, 1981

End of Data Improvement Program Entitlement Period 13.

July 8, 1981

36th Payment - 3rd Quarter Entitlement Period 12.

Mid August, 1981

Statement of Assurances mailed Entitlement Period 13.

Mid September, 1981

Statement of Assurances for Entitlement Period 13 due.

Oct. 7, 1981

37th Payment - 4th Quarter Entitlement Period 12.

REVENUE SHARING REQUIREMENTS FOR PUBLIC PARTICIPATION AND HEARINGS  
(Citations are to the Federal Register of Sept. 22, 1977, Part II;  
chart prepared by MTAS Municipal Consultant E.W. Meisenhelder)

A. PUBLICATION OF  
PUBLIC NOTICE OF  
PROPOSED USE HEARING

Sect.51.13(b)



At Least  
10 Days

B. PROPOSED USE HEARING  
(on General Rev. Sharing funds)

Sect.51.13(a)



At Least  
7 Days

D. BUDGET HEARING  
(on proposed uses for General Rev. Sharing funds in relation to the entire budget)

Sect.51.14(a)

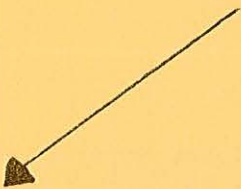


Within 30 Days  
After Budget  
Enactment.

E. PUBLIC NOTICE THAT SUMMARY  
OF ENTIRE ENACTED BUDGET  
IS AVAILABLE FOR PUBLIC  
INSPECTION

C. PUBLIC NOTICE OF  
BUDGET HEARING &  
SUMMARY OF ENTIRE  
PROPOSED BUDGET;  
BUDGET MADE AVAIL-  
ABLE FOR PUBLIC  
INSPECTION

Sect.51.14  
(C-1)  
and  
(C-2)



At Least  
10 Days

Sect.51.10(c)

Sect.51.14(f & g)

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