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**The 2021-22 ADOPTED BUDGET CHECKLIST**

**To Be Filed with TSCC**

**District \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date TSCC Received: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**What it should include:**

1. Budget Message - ORS 294.403
2. Proof of Publication of Public Hearing and Financial Summary - ORS 294.438

Include a screen print of the district’s web site announcement.

If notice was mailed or hand delivered, attach a copy of the notification and an explanation of how delivery was accomplished.

1. All Budget Detail Sheets of Resources and Requirements - ORS 294.358
2. Resolutions: Adopt the Budget; Make Appropriations; Levy and Categorize Taxes - ORS 294.456
3. Response to any TSCC Objections or Recommendations - ORS 294.456(2)
4. LB-50, ED-50 or UR-50 - Certification to Assessor Form - ORS 310.060
5. Chart showing Requirements by Object, Total All Funds, 2021-22 Adopted Budget Column *(only if requirements changed between Approved and Adopted)*
6. Chart showing number of positions (FTE), Total All Funds, 2021-22 Adopted Budget column *(only if number of positions changed between Approved and Adopted).*

**When it should be filed:**

File your adopted budget and related documents with TSCC by July 15, 2021. If you need additional time to file the Adopted Budget with us, please request an extension by e-mail.

**Email this checklist and the budget document to TSCC**.

[**craig.gibons@multco.us**](mailto:craig.gibons@multco.us)

**541 520-5445**