

2018 Bus Replacement Plan Template

Pursuant to IC 20-40-18-9 and in conjunction with the implementation of HEA 1009-2017 and HEA 1167-2018, the Department of Local Government Finance (“DLGF”) releases the template on the subsequent tabs to clarify the new procedures associated with adopting or amending a Bus Replacement Plan.

This template serves as a supplement to the 2018 DLGF Memo labelled "Operations Fund - Bus Replacement Plan and Bus Replacement Spending."

The operations fund is the exclusive fund to be used to pay for the replacement of school buses, either through a purchase agreement or under a lease agreement. A school corporation may use operations fund money to replace school buses if a properly adopted resolution approving the school bus replacement plan or amended plan is submitted to the Department. The resolution and plan must be in the format prescribed by the Department.

The Format provided by the Department provides two templates for the Notice to Taxpayers. The school corporation may choose to use either version.

The Section 1 tab will be used to report each bus and their estimated replacement costs for the next five years. Busses are still estimated to have a useful life of 12 years, but the plan is only required to considered five years worth of estimated replacement costs. Section 1 contains rows for 15 busses, but additional tabs can be created as necessary.

The Section 2 tab will be completed if the plan is required to provide justification for additional bus purchases, transportation services, and/or early bus replacement.

The Plan Amendment tab will be completed only if the school corporation is amending a previously adopted plan.

If you have any questions about the bus replacement plan, please contact the DLGF Budget Field Representative for your county. (https://www.in.gov/dlgef/files/Field_Rep_Map_-_Budget.pdf).

