



Informational Guideline Release

Division of Local Services
Municipal Data Management and Local Aid Unit
Informational Guideline Release (IGR) No. 15-501
July 2015

FISCAL YEAR 2016

PAYMENT SCHEDULE FOR CHERRY SHEET PROGRAMS

This Informational Guideline Release provides municipal and regional school officials with information on the FY2016 payment schedule for Cherry Sheet programs. In addition, this guideline explains how assessments will be deducted from local aid distributions. This information will be useful in cash flow analysis.

If you need any additional information, please contact the Municipal Data Management and Local Aid Unit (Municipal Databank) at (617) 626-2384.

Topical Index Key:

Cash Management
Local Aid

Distribution:

Accountants/Auditors
Municipal/Regional School Treasurers
Regional School Business Managers

FISCAL YEAR 2016

PAYMENT SCHEDULE FOR CHERRY SHEET PROGRAMS

The information below is intended to provide you with helpful links to answer your questions regarding the FY2016 Cherry Sheets and actual payments to be made to your community or school district in FY2016. Chapter 165, Section 116 of the Acts of 2012 amended G.L. Chapter 58, Section 18C to require that cities and towns receive most of their local aid distributions on a monthly basis rather than the previous quarterly or annual schedule. The Municipal Databank will continue to make local aid payments on a monthly basis with the first payment scheduled for July 31st.

Click on the link below to see the detail of your monthly local aid payments on the State Treasurer's site:

<http://www.mass.gov/treasury/cash-management/local-aid-payments/>

Visit the State Comptroller's website at <https://massfinance.state.ma.us/VendorWeb/vendor.asp> to view actual state payments received by cities, towns and regional school districts that are made by other state agencies.

For information regarding your community's vendor code and TIN, which are necessary to access payments from vendor web, click on the link below:

<http://www.mass.gov/dor/docs/dls/mdmstuf/localaiddist/vendorcodes.xls>

For information on how the estimates were determined and what may cause them to change, please refer to the Cherry Sheet Manual link below:

<http://www.mass.gov/dor/local-officials/municipal-data-and-financial-management/cherry-sheets/>

FY2016 Cherry Sheet Payment Schedule

Receipts

<u>Program</u>	<u>Payment Schedule</u>
Chapter 70	Monthly
Regional School Transportation	Semiannually, Dec & June
Charter Tuition Reimbursements	Monthly beginning in December
Smart Growth School Reimbursement	Annually, October
School Lunch	Monthly
School Choice Receiving Tuition	Monthly
Unrestricted General Government Aid	Monthly
Regional Public Libraries	Monthly or Quarterly
Urban Renewal Projects	Semiannually, Dec. & Jun
Veterans' Benefits	Quarterly
Exemptions: Veterans, Blind Persons & Surviving Spouses	Annually, after filing
Elderly Exemptions	Monthly
State-Owned Land	Monthly
Public Libraries	Annually or Semiannually

Assessments

For cities, towns and regional school districts, cherry sheet assessments will automatically be deducted from monthly local aid distributions, with the exception of Charter School Tuition. Charter School Tuition assessments will not be deducted until the end of December. The difference from prior years is that the total assessment will now be divided into seven monthly deductions beginning in December.

<u>Program</u>	<u>Payment Schedule</u>
Suffolk County Retirement	Monthly
Retired Employees Health Insurance	Monthly
Retired Teachers Health Insurance	Monthly
Mosquito Control Projects	Monthly
Air Pollution Control Districts	Monthly
Metropolitan Area Planning Council	Monthly
Old Colony Planning Council	Monthly
RMV Non-Renewal Surcharge	Monthly
MBTA	Monthly
Boston Metro Transit District	Monthly
Regional Transit	Monthly
Special Education	Annually, June
STRAP Repayments	Monthly
Multi-Year Repayments	Monthly
School Choice Sending Tuition	Monthly
Charter School Sending Tuition	Monthly beginning in December