



February 7, 2012

Dear Tax Increment Financing Administrator:

This letter serves as notice that the 2011 Tax Increment Financing (TIF) Annual Reporting period will begin on February 8, 2012. All communities that have enacted TIF legislation are required to submit an annual status report for each project pursuant to the Ohio Revised Code Sections 5709.40(I), 5709.41(E), 5709.73(I), and 5709.78(H).

The report is to include all open TIF projects (legislatively created) regardless of whether construction activities have gone forward (real property improvements or public infrastructure). All program activities through December 31, 2011 should be covered. A separate report must be completed for each TIF.

**The TIF Annual Report must be filed by March 31, 2012.**

**For the 2012 reporting year, TIF Annual Status Reports MUST be filed electronically on the Ohio Department of Development's (Development) TIF web page.** The page's address is: <http://development.ohio.gov/Business/TIF/Default.htm>. This page includes TIF general information, this letter, electronic filing instructions, instructions on how to complete the annual report, and a blank 2011 reporting form worksheet.

This year each TIF Annual Report will also require the enacting political subdivision to update the contact information for a local Tax Increment Financing representative tasked to handle TIF related questions. This information will be made publicly available through Development's TIF webpage so that businesses, consultants, government employees, and the public can contact the local political subdivision about potential projects as well as questions related to locally enacted TIFs.

If you have any questions regarding the 2011 report, please contact either Carrie Richards Manno at [carrie.manno@development.ohio.gov](mailto:carrie.manno@development.ohio.gov) or by phone at (614) 466-6667 or myself at [matthew.sutherland@development.ohio.gov](mailto:matthew.sutherland@development.ohio.gov) or by phone at (614) 728-6778. Thank you for your assistance in completing the 2011 TIF Program Annual Status Report.

Sincerely,

Matthew L. Sutherland  
Senior Tax Incentives Specialist  
Office of Grants and Tax Incentives