# **PROCEDURE FOR CALCULATING DISTRIBUTION OF STATE REVENUE SHARING**

Act 402 of 2023

## I. ANALYZE ASSESSMENT ROLL

A. Identify each millage as operation and maintenance, or bonds.

B. On left hand side of assessment roll, list millage levied on 2022 assessment roll and the breakdown of old and new millage, if any, and date of election.

For this purpose: Old millage is millage authorized prior to 1/1/78 and continued each year without a break in levy.

New millage is millage authorized on or after 1/1/78.

C. Extend the old and new millage using the '21 millage levied.

**Example:** 5.00M on '21 roll - old millage 2.00M, new millage 3.00M--4.75M on '22 roll--compute the percentage of old and new on '21 roll-old 2.00M divided by 5.00M = 40% and new 3.00M divided by 5.00M - 60%. Then apply these percentages to the millage on the '22 roll - 4.75M x 40% = 1.90M old for '21 and 4.75M x 60% = 2.85M new for '21).

D. Determine if the new millages are eligible to participate by referring to Section 9B of Act 402 of 2023

## II. PARISHES WITH EXCESS FUNDS IN 1977-78. Compute SRS distribution using Form SRS-1-23

A. Complete "Breakdown of Homestead Exemptions" section from the assessment roll.

B. List ineligible millages on bottom of SRS-1-23. Total should equal to total in "Breakdown Section".

C. Lines 1, 2, and 3 already completed by the State Treasurer's Office.

D. Line 4 - Number of Homesteads (completed by State Treasurer's Office). Determine the difference in 1977-78 and 2023-2024 Divide the difference by 1977-78 number of homesteads to determine the percentage increase or decrease. The number of homesteads used for 2023-2024 is the number of homesteads participating in homestead exemption as reported on the 2021 assessment roll.

E. Line 5 - Multiply percentage determined from Line 4 times Line 3, the 1977-78 reimbursement.

F. Line 6 - 1. Millage listed in Section 1A (4 and 4.1). Refer to your copy of the Act to determine if you parish is included in this section. If so, complete the first section of Form SRS-3-23 and insert total homestead exemption amount on Line 6 (Use eligible millages only). 2. Millage listed under Section 9B. Refer to your assessment roll and list the new millages eligible to participate in the section of Form SRS-3-23 and insert total homestead exemption amount on Line 6.

G. Add Line 3, Line 5, and Line 6 for total on Line 7. If line 7 is less than line 2, compute the percent distribution by dividing the Line 7 dollar amount by the eligible amount.

H. Line 8 - Difference in Line 7 from Line 2. If positive, go to Line 9, which is self-explanatory. If negative, go to Line 10, which is also self-explanatory.

I. Line 11 - only if excess after Line 10 is fulfilled.

**III. PARISHES WITH NO EXCESS IN 1977-78. Compute SRS distribution using SRS-2-23.**

A. Complete "Breakdown of Homestead Exemptions" section from the assessment roll.

B. List ineligible new millages on bottom of SRS-2-23. Total should be equal to "Breakdown Section".

C. Line 1 and 2 already completed by State Treasurer's Office.

D. Line 3 - List eligible Operation and Maintenance from "Breakdown" completed on Step III(A).

E. Line 4 equals Line 2 minus Line 3. If this is a positive figure, see procedure V. for completing SRS-5-23, Distribution of Excess Funds.

F. Line 5 in Line 2 divided by Line 3.

**IV. COMPLETE FORM SRS-4-23 FOR TAXING AUTHORITY DISTRIBUTION.**

**V. COMPLETE SRS-5-23 DISTRIBUTION OF EXCESS FUNDS. If your parish has excess, refer to Act for specific disposition.**

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| SRS-3-23 | STATE REVENUE SHARING | | | Act 402 of 2023 |
|  | Parish with Excess Funds in 1977-78 | | |  |
|  | |  |  | | |
|  | | (Parish) |  | | |

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| Millage Qualifying Under Section 1A  (4 & 4.1) Eligible Taxing Authorities: |  | Amount of Homestead Exemption |  | Percent of  Distribution |  | Amount Due |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
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|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
|  |  |  |  |  |  |  |
| Millage Qualifying Under Section 9B  Eligible Taxing Authorities: |  | Amount of Homestead Exemption |  | Percent of  Distribution |  | Amount Due |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
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| SRS-4-23 | STATE REVENUE SHARING | | | Act 402 of 2023 |
|  | Parish with Excess Funds in 1977-78 | | |  |
|  | |  |  | | |
|  | | (Parish) |  | | |

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| Eligible Taxing Authorities: |  | Amount of Homestead Exemption |  | Percent of  Distribution |  | Amount Due |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
|  |  | $ |  | % |  | $ |
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| SRS-5-23 | STATE REVENUE SHARING | | | Act 402 of 2023 |
|  | Distribution of Excess Funds | | |  |
|  | |  |  | | |
|  | | (Parish) |  | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Police Jury | % |  | $ |  |
|  |  |  |  |  |
| School Board | % |  | $ |  |
|  |  |  |  |  |
| Municipalities | % |  | $ |  |
|  |  |  |  |  |
| Other | % |  | $ |  |
|  |  |  |  |  |
| Other | % |  | $ |  |
| Total |  |  |  | $ |

Municipality Distribution:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| 1. |  |  | $ |  |
|  |  |  |  |  |
| 2. |  |  | $ |  |
|  |  |  |  |  |
| 3. |  |  | $ |  |
|  |  |  |  |  |
| 4. |  |  | $ |  |
|  |  |  |  |  |
| 5. |  |  | $ |  |
|  |  |  |  |  |
| 6. |  |  | $ |  |
|  |  |  |  |  |
| 7. |  |  | $ |  |
|  |  |  |  |  |
| 8. |  |  | $ |  |
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| 9. |  |  | $ |  |
|  |  |  |  |  |
| 10. |  |  | $ |  |
|  |  |  |  |  |
| 11. |  |  | $ |  |
|  |  |  |  |  |
| 12. |  |  | $ |  |
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| 13. |  |  | $ |  |
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| 14. |  |  | $ |  |
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| 15. |  |  | $ |  |
|  |  |  |  |  |
| 16. |  |  | $ |  |
|  |  |  |  |  |
| 17. |  |  | $ |  |
|  |  | | |  |
|  | \_\_\_\_\_\_\_\_\_per capita Total Municipality Distribution | | | $ |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SRS-1-23 | STATE REVENUE SHARING | | | Act 402 of 2023 |
|  | Parish with Excess Funds in 1977-78 | | |  |
|  | |  |  | | |
|  | | (Parish) |  | | |

Breakdown of Homestead Exemptions:

|  |  |  |
| --- | --- | --- |
| Operation & Maintenance, etc. amount | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Bond, Sinking Amount | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| \*Ineligible New Millages | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Eligible Law Enforcement Amount | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Ineligible Law Enforcement Amount | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Total | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. 2023-2024 Appropriation | | | | |  |  | | $ |  | |
| Less: | A) Sheriff’s Commission for 2023-2024 | | | |  | $ | |  |  | |
|  | B) Retirement Contributions for 2023-2024 | | | |  | $ | |  |  | |
| 2. Balance available for distribution to Taxing Authorities | | | | | |  | | $ |  |  |
|  | | | | | |  |  |  |  | |
| 3. 1977-78 Fiscal Year Net Homestead Exemptions Reimbursed | | | | | |  |  | $ |  | |
| 4. Number of Homesteads: | | 1977-1978 |  | | |  | |  |  |  |
|  | | 2023-2024 |  | | |  | |  |  |  |
|  | | Net Increase or (Decrease) |  | | |  | |  |  |  |
|  | | Percent |  | | | % | |  |  |  |
| 5. Adjustment to 1977-78 reimbursement by \_\_\_\_\_\_\_\_\_% amounting to | | | | | |  |  | $ |  | |
| 6. Add: Millage listed under Section 1A (4 and 4.1) | | | | | |  |  | $ |  | |
| Add: Millage listed under Section 9B | | | | | |  |  | $ |  | |
| 7. Reimbursement eligible for distribution to eligible Taxing authorities | | | | | |  | | $ |  |  |
| 8. Difference of Line 7 from Line 2 | | | |  |  |  | | $ |  | |
| 9. Excess Funds in Line 8 to be distributed in accordance with | | | | |  |  | |  |  | |
| Provisions of Act 402 of 2023 (See attached SRS 5-23) | | | |  |  |  | | $ |  | |
| 10.Minus figure in Line 8 provides for distribution of available | | | | |  |  | |  |  | |
| Funds to Operation and Maintenance, etc. millage as first | | | | |  |  | |  |  | |
| Priority on percent basis (See attached SRS 4-23) | | | | | % |  | | $ |  | |
| 11.Balance remaining after Operation & Maintenance, etc, is | | | | |  |  | |  |  | |
| Reimbursed | | | | |  |  | | $ |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Millage |  | Amount |
| \*Taxing Authority |  | Ineligible |  | Ineligible |
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| SRS-2-23 | STATE REVENUE SHARING | | | Act 402 of 2023 | |
|  | Parish with no Excess Funds in 1977-78 | | |  | |
|  | |  |  | |
|  | | (Parish) |  | |

Breakdown of Homestead Exemptions:

|  |  |  |
| --- | --- | --- |
| Operation & Maintenance, etc. amount | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Bond, Sinking Amount | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| \*Ineligible New Millages | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Eligible Law Enforcement Amount | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Ineligible Law Enforcement Amount | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Total | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. 2023-2024 Appropriation | | |  | |  | | | | $ |  | |
| Less: | A) Sheriff’s Commission for 2023-2024 | | $ | |  | | | |  |  | |
|  | B) Retirement Contributions for 2023-2024 | | $ | |  | | | |  |  | |
| 2. Balance available for distribution to Taxing Authorities | | | | |  | | | | $ |  |  |
|  | | | | |  | |  | |  |  | |
| 3. Homestead Exemption stated on 2023 Assessor’s Tax Roll for all | | | | |  | |  | |  |  | |
| Eligible Operation and Maintenance, etc., millage: | | | | |  | |  | | $ |  | |
|  | | | | |  | |  | |  |  | |
| 4. Balance Available for Distribution (See attached SRS 4-23) | | | | |  | |  | | $ |  | |
|  | | | | |  | | | |  |  |  |
| 5. (A) Percentage figure for use in distribution to each eligible Taxing | | | |  | |  | |  |  |  | |
| Authority their share of the Operation and Maintenance, etc., | | | | | |  | |  |  |  | |
| Homestead Exemption Reimbursement | |  | | | |  | |  |  | % | |
|  | | | | | |  | |  |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Millage |  | Amount |
| \*Taxing Authority |  | Ineligible |  | Ineligible |
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