

ODE EMIS MANUAL

Section 7.1: Five-Year Forecast Overview



Version 1.0
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REVISION HISTORY

The revision history provides a means for the readers to easily navigate to the places in the manual where updates have occurred. Where there has been a significant change or update it will be highlighted. Minor changes, such as typos, formatting, and grammar are not highlighted.

Version	Date	Effective Date (FY & Reporting Period)	Change #	Description

7.1 FIVE-YEAR FORECAST OVERVIEW

General Guidelines

The five-year forecast is a financial projection required by Sub. HB 412. For details or assistance in preparing the forecast contact the State Auditor's Office or the Office of School Finance. The Auditor's Office maintains a web site with the latest HB 412 information at: Auditor's HB 412 Information.

A five-year forecast is required of all city, local, exempted village school districts, joint vocational (see ORC §5705.391 and 3301-92-04 of the Ohio Administrative Code). The five-year forecast consists of three years of historical data, projections for the current year and four ensuing years, the ADM forecast, and a summary of key assumptions. For details or assistance in preparing AMD forecasts contact your Area Coordinator or the Office of School Finance.

The initial five-year forecast must be submitted through EMIS by October 31 of each year (reporting period P). Districts are also required to submit an updated forecast through EMIS between April 1 and May 31 of each year. Both the five-year projections and the forecast notes must be successfully submitted to EMIS in order to meet these statutory requirements.

The record layout is in standard EMIS format. Because the source of this data is likely to be a spreadsheet application, the EMIS Software used by the ITC will also accept this data as a comma-delimited file. See desc_forecast_rec for the detailed record layout. The fields required on the Five-Year Forecast Record are described in the Five-Year Forecast sections of the ODE EMIS Manual.