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Masser, Michelle

From: Lashway, Lisa
Sent: Thursday, February 14, 2013 8:56 AM
To: Canning, Sean
Cc: Masser, Michelle
Subject: FW: State Fiscal Year Municipalities - Best Practices Checklist

Lisa Lashway
Mt. Olive Twp. Clerk
973-691-0900 Ext. 7291
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PO Box 450
Budd Lake, NJ 07828

-----Original Message-----

From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]
Sent: Wednesday, February 13, 2013 3:46 PM
To: Lashway, Lisa
Subject: State Fiscal Year Municipalities - Best Practices Checklist

Dear Municipal Clerk:

Municipalities on a State Fiscal Year budget cycle must return their completed Best Practices Inventory to DLGS by April 1, 2013. The CY2012/SFY2013 Best Practices Inventory may be found on the Division of Local Government Services' website at www.nj.gov/dca/divisions/dlgs/programs/best_practices.html.

The Best Practices checklist for SFY2013 contains 50 questions, with approximately 30 inquiries covering new issue areas. Local Finance Notice 2012-18, also available on the Division's website at www.nj.gov/dca/divisions/dlgs/lfns/12/2012-18.pdf, features instructions as well as the separate certification of governing body review that must be filed by municipal clerks. Completion and filing instructions are included in an Appendix to this Local Finance Notice.

The Best Practices Initiative was authorized through the Fiscal Year 2013 State Budget, enacted in June of 2012, to determine how much of each municipality's final 5% allocation of CMPTRA and ETR aid will be disbursed. It is designed to provide standards by which local government officials can assess how they are conducting business, compare those practices against other municipalities, and find new, cost-effective ways of providing services.

If you have any questions, please send an email to DLGS@dca.state.nj.us with the subject heading "Best Practices Checklist" or call 609-292-6110.

THIS E-MAIL HAS BEEN SENT TO THE FOLLOWING OFFICIALS: Municipal Clerk, Chief Financial Officer

IF YOUR EMAIL ADDRESS CHANGES: Login to the GovConnect homepage, click the Profile link and update your address to ensure receipt of future email broadcasts. Assistance is available by email to EGG@dca.state.nj.us or call 609-943-4724.