



Informational Guideline Release

**Municipal Data Management and Technical Assistance Bureau
Informational Guideline Release (IGR) No. 2004-302
August 2004**

FISCAL YEAR 2005

PAYMENT SCHEDULE FOR CHERRY SHEET PROGRAMS

This Informational Guideline Release provides municipal and regional school officials with information on the FY05 payment schedule for Cherry Sheet programs.

If you need any additional information, please call Lisa Juskiewicz at (617) 626-2386 or Jared Curtis at (617) 626-2320 of the Municipal Data Management and Technical Assistance Bureau.

Topical Index Key:

Cash Management
Local Aid

Distribution:

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

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FISCAL YEAR 2005

PAYMENT SCHEDULE FOR CHERRY SHEET PROGRAMS

This guideline provides municipal and regional school officials with information on the dates they can expect payments for Fiscal Year 2005 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.

**Municipal Data Management/
Technical Assistance Bureau**

Frederick Kingsley, Chief

FY05 Cherry Sheet Programs Payment Schedule

Receipts

Program

Chapter 70
Regional School Transportation
School Construction
Retired Teachers' Pensions
Charter Tuition Assessment Reimbursement
Racial Equality
School Lunch
School Choice Receiving Tuition
Essex County Technical Institute Receiving Tuition
Lottery
Additional Assistance
Local Share of Racing Taxes
Regional Public Libraries
Police Career Incentive
Urban Renewal Projects
Veterans' Benefits
Exemptions: Veterans, Blind Persons & Surviving Spouses
Elderly Exemptions
State-Owned Land
Public Libraries

Timing of Payments

Quarterly
Semiannually, December & June
Annually
Annually, September
December, March & June
Quarterly, on request
Monthly
December, March & June
Quarterly
Quarterly
Quarterly
Quarterly
Monthly or Quarterly
Annually, January
Semiannually, December & June
Quarterly
Annually, after filing
Annually, December
Annually, November
Annually or Semiannually

Assessments

For cities and towns, cherry sheet assessments (Form C.S. 1-EC) will automatically be deducted from quarterly local aid distributions. One quarter ($\frac{1}{4}$) of the State Assessments and Charges, Transportation Authority programs (Lines B-1 through C-3) and Essex County Technical Institute Sending Tuition program (Line E-3) will be deducted from a community's quarterly local aid distribution. One third ($\frac{1}{3}$) of the Tuition Assessments (Lines E-1 and E-2) will be deducted from a community's December, March and June quarterly local aid distributions.

In addition, one item from Annual Charges Against Receipts will be deducted from a community's quarterly local aid distributions as follows:

1st quarter: Multi Year Repayment Program (Line D-1)

3rd quarter: STRAP Repayments (Line D-3)

4th quarter: Special Education (Line D-2)

County assessments (Line A) are paid directly to the county by the city or town. However, communities in the former Worcester county will have their assessments deducted from their local aid distributions.

For regional school districts, cherry sheet charges (Form C.S. 2-ER, Lines 9A and 10A) will be deducted from quarterly local aid distributions as follows:

1st quarter: Multi Year Repayment Program (Line 9A)

4th quarter: Special Education (Line 10A)

For regional school districts, cherry sheet charges for School Choice and Charter School Tuition (Lines 11A and 12A) will be deducted from the December, March and June quarterly local aid distributions.