

## **Important Update to 2015 NAP Donor Reporting Deadline for NAP Recipients**

As we approach an end to 2015, IHEDA will be submitting all 2015 NAP donors to the Indiana Department of Revenue.

In order for this report to capture all 2015 donors, all NAP recipient agencies need to add any contributors from **12/1/2015-12/31/2015** to their 2<sup>nd</sup> half report at [www.ihedaonline.com](http://www.ihedaonline.com) .

Failure to do so will result in the donors not receiving their tax credits. Agencies should not actually click the 'Submit Report' button for the 2<sup>nd</sup> Half at this time (this will only to be done when the final end-of-year report is due); I will be able to capture all the donors as long as the 'Add Contributor' button has been clicked.

Agencies will notice that once they have clicked 'Add Contributor' the donor will not show up in the 2<sup>nd</sup> half report. This is because it will be transferred to the 1<sup>st</sup> half report due to the contribution date entered. This is not a problem that agencies need to be concerned with.

**Extensions will not be granted on this reporting deadline.**