



Grants Finance, Room 510W, Education Building, Albany, NY 12234  
Tel. (518) 474-4815 Fax (518) 486-4899  
Email: GRANTSWEB@NYSED.GOV

REVISED

Updated Final Due Date  
3/25/22 SEM

<b>Grant Award Recipient</b>  SUPERINTENDENT GREENPORT UFSD 720 FRONT ST GREENPORT, NY 11944-1599	<b>Date</b> 08/26/21
	<b>Project Number</b> 5891213265
	<b>Agency Code</b> 581010020000
<b>Funding Source</b> CRRSA-ESSER 2	<b>DUNS Number</b> 101214336
<b>CFDA Index Number</b> 844250	<b>Law</b> PL 116-260 CRRSA ACT
<b>Federal Award Identification Number (FAIN)</b> S425D210022  THE PROJECT MAY BE PAID FROM OTHER AWARDS WITH DIFFERENT FAINS DEPENDING ON PERIOD OF AVAILABILITY OF FEDERAL FUNDS AND THE APPROVED PROJECT PERIOD.	<b>Regulations</b> EDGAR & 2CFR AS APPLIC.  <b>Commissioner's Regulations</b> NA
<b>Federal Award Date</b> 01/06/21 THIS FEDERAL AWARD IS NOT FOR RESEARCH AND DEVELOPMENT.	<b>Maximum Indirect Cost Rate</b> SUB-RECIPIENT HAS AN ANNUAL NEGOTIATED INDIRECT COST RATE W/NYSED (THE PASS THROUGH ENTITY)
<b>Federal Awarding Agency</b> US DEPT OF ED.	<b>Funding Dates/Period of Performance</b> 03/13/20-09/30/23
<b>Approved Budget Total*</b> \$332,343 *IF THE SUB-AWARD IS \$25,000 OR MORE, IT IS SUBJECT TO REPORTING REQUIREMENTS UNDER FEDERAL FUNDING AND TRANSPARENCY ACT (FFATA) OF 2006.	<b>First Payment</b> \$66,468  <b>Final Report (FS-10-F Long Form) Due</b> 10/15/23 In BY 9/21
<b>SED Fiscal Contact</b> SARAH MARTIN/SABRINA MCGINTY (518)474-4815	<b>SED Program Contact</b> ERICA MEAKER EB 320 CARESACT@NYSED.GOV (518)473-0295
<p>It is the sub-recipient's responsibility to conduct activities in accordance with applicable statutes, regulations, policies, terms, conditions and assurances. All grants are subject to further review, monitoring and audit to ensure compliance. The Department has the right to recoup funds if the approved activities are not performed and/or the funds are expended inappropriately.</p> <p>In accordance with Section 41 of the State Finance Law, the State shall have no liability under this grant to the grantee or to anyone else beyond funds appropriated and available for this grant. The approved budget (FS-10) will be sent under separate cover. Please retain this document with your files.</p>	

The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
 Grants Finance, Rm. 510W EB  
 Albany, New York 12234

**FINAL EXPENDITURE REPORT FOR A  
 FEDERAL OR STATE PROJECT  
 FS-10-F Long Form (03/15)**

= Required Field

**Local Agency Information**

Funding Source:	CRRSA-ESSER 2 (20-23)		
Report Prepared By:	Dr. Philip Kenter - School Business Official		
Agency Name:	GREENPORT UNION FREE SCHOOL DISTRICT		
Mailing Address:	720 Front Street		
	Street		
	Greenport	New York	11944
	City	State	Zip Code
Telephone # of Report Preparer:	631-477-1950 x. 1205	County:	Suffolk
E-mail Address:	pkenter@gufsd.org		

**INSTRUCTIONS**

- For State grants, final expenditure reports are generally due within 30 days after the grant's end date. Reports for federal projects are generally due within 90 days after the grant's end date. See the Grant Award Notice to verify the due date. However, the Department program office may impose an earlier due date.
- Agencies should use only the FS-10-F Long Form to report actual project expenditures.
- Agencies must maintain complete and accurate records and may be requested to provide additional detail to support reported expenditures.
- All encumbrances must have taken place within the grant's approved funding dates, which can be found on the FS-10 or FS-20 budget form and on the Grant Award Notice.
- The Chief Administrator's Certification on the Final Summary page must be signed by the agency's Chief Administrative Officer or properly authorized designee.
- Submit one report with original signature and one copy directly to Grants Finance, New York State Education Department, Room 510W EB, Albany, NY 12234.
- For special legislative projects, submit one report with original signature and two copies, along with a final program narrative report.
- For additional information, please refer to Fiscal Guidelines for Federal and State Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

SALARIES FOR PROFESSIONAL STAFF			
Subtotal - Code 15			\$212,585
Name	Position Title	Beginning and End Dates of Work	Salary Paid
Alzmann, Andrew T	Teacher	03/13-2020-09/30/2023	\$4,319
Berry, Lauren	Teacher	03/13-2020-09/30/2023	\$118
Calderale, Jeannie	Teacher	03/13-2020-09/30/2023	\$3,018
Capell, Jessica	Teacher	03/13-2020-09/30/2023	\$947
Case, Jennifer	Teacher	03/13-2020-09/30/2023	\$4,142
Connolly, Suzanne, C	Teacher	03/13-2020-09/30/2023	\$4,142
Gammon, Laurene	Teacher	03/13-2020-09/30/2023	\$4,201
Graziano, Amanda	Teacher	03/13-2020-09/30/2023	\$118
Labrozzi, Julia	Teacher	03/13-2020-09/30/2023	\$2,340
Laguna, Carmen	Teacher	03/13-2020-09/30/2023	\$532
Laskowski, Margaret	Teacher	03/13-2020-09/30/2023	\$54,599
Martocchia, Miriam G	Teacher	03/13-2020-09/30/2023	\$896
Riddell, Allison	Teacher	03/13-2020-09/30/2023	\$53,844
Rodriguez, Samantha	Teacher	03/13-2020-09/30/2023	\$58,201
Tramontana, Nancy N	Teacher	03/13-2020-09/30/2023	\$1,065
Van Duzer, Stacy	Teacher	03/13-2020-09/30/2023	\$6,500
Walden, Patricia	Teacher	03/13-2020-09/30/2023	\$13,603

PURCHASED SERVICES			
Subtotal - Code 40			\$102,562
Encumbrance Date	Provider of Service	Check or Journal Entry #	Amount Expended
08/22/2023	Sunrise Busses, Inc.	231038	\$46,668
12/01/2021	Sunrise Busses, Inc.	220070	\$2,691
12/06/2021	Sunrise Busses, Inc.	1428	\$2,691
12/20/2021	Sunrise Busses, Inc.	1796	\$2,691
12/20/2021	EDU Metrisis Assessments	220417	\$2,730
02/09/2022	Sunrise Busses, Inc.	1803	\$2,691
03/09/2022	Sunrise Busses, Inc.	47093	\$2,691
03/09/2022	Sunrise Busses, Inc.	47074	\$2,691
04/19/2022	IXL Learning, Inc.	220438	\$1,250
04/19/2022	Sunrise Busses, Inc.	47120	\$2,691
05/16/2022	Sunrise Busses, Inc.	47152	\$2,691
05/16/2022	Scholastic	220559	\$5,000
06/15/2022	Sunrise Busses, Inc.	27183	\$3,660
11/03/2021	Kajeet Educational Hot Spot Program	220449	\$17,058

08/03/2022	ESBOCES	220435	\$1,449
10/26/2022	ESBOCES	220613	\$3,219

SUPPLIES AND MATERIALS			
Subtotal - Code 45			\$14,364
Purchase Order Date	Vendor	Check or Journal Entry #	Amount Expended
08/06/2021	Sandbox Sign Company Covid Desk Shields	220258	\$14,364

**FINAL EXPENDITURE SUMMARY**

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$212,585
Support Staff Salaries	16	
Purchased Services	40	\$102,562
Supplies and Materials	45	\$14,364
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$329,511

**CHIEF ADMINISTRATOR'S CERTIFICATION**

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

9/9/23 M. Small

Date Signature

M. Small - Superintendent

Name and Title of Chief Administrative Officer

**LOCAL AGENCY INFORMATION**

Agency Code: 581010020000

Project #: 5891-21-3265

Contract #:

Agency Name: GREENPORT UNION FREE SCHOOL DISTRICT

Funding Dates: 3/13/2020 TO 9/30/2023

Approved Budget Total: \$ 332,343

**FOR DEPARTMENT USE ONLY**

<u>Fiscal Year</u>	<u>Amt Expended</u>	<u>Final Payment</u>	<u>Line #</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Voucher # _____		Final Payment _____	

Finance: Logged \_\_\_\_\_ Approved \_\_\_\_\_ MIR \_\_\_\_\_



The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
 Grants Finance, Rm. 510W EB  
 Albany, New York 12234

**REQUEST FOR FUNDS FOR A  
 FEDERAL OR STATE PROJECT  
 FS-25 (03/17)**

☐ = Required Field

<b>Project #:</b>		<b>Contract #:</b>	
<b>5891-21-3265</b>		<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<b>Agency Code:</b>		<b>581010020000</b>	
Funding Source:	CRRSA-ESSER 2		
Agency Name:	GREENPORT UFSD		
Mailing Address:	720 FRONT STREET		
	Street		
	GREENPORT	NEW YORK	11944
	City	State	Zip Code
Contact Person:	Dr. Philip Kenter	Telephone:	631-477-1950 X. 1205
E-mail Address:	pkenter@gufsd.org		
		Report Period:	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px 5px;">01</div> <div style="border: 1px solid black; padding: 2px 5px;">23</div> </div> <div style="text-align: right; font-size: small;">Month/Year</div>

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Date: 1/26/23

Signature: 

SIG

1. Amount of Approved Budget (Include approved amendments)	\$ <div style="border: 1px solid black; padding: 2px 10px;">332,343</div>
2. Project Payments Received to Date	\$ <div style="border: 1px solid black; padding: 2px 10px;">66,468</div>
3. Project Cash Expenditures to Date	\$ <div style="border: 1px solid black; padding: 2px 10px;">208,602</div>
4. Cash Expenditures Anticipated During Next Month:	\$ <div style="border: 1px solid black; padding: 2px 10px;">0</div>
5. Additional Funds Requested (Entries 3 plus 4 minus 2)	\$ <div style="border: 1px solid black; padding: 2px 10px;">142,134</div>

### FOR DEPARTMENT USE ONLY

Voucher #:	Fiscal Year	Payment Split	Line #
Finance: <div style="display: inline-block; border: 1px solid black; width: 60px; height: 25px; margin-right: 10px;"></div> <div style="display: inline-block; border: 1px solid black; width: 60px; height: 25px; margin-right: 10px;"></div> <div style="display: flex; justify-content: space-around; width: 100%;"> <span>LOG</span> <span>MIR</span> </div>			



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Albany, New York 12234

**REQUEST FOR FUNDS FOR A  
FEDERAL OR STATE PROJECT  
FS-25 (03/17)**

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<b>Project #:</b> 5891-21-3265		<b>Contract #:</b> 	
<b>Agency Code:</b> 581010020000			
<b>Funding Source:</b>	CRRSA-ESSER 2		
<b>Agency Name:</b>	GREENPORT UFSD		
<b>Mailing Address:</b>	720 FRONT STREET		
	Street		
	GREENPORT	NEW YORK	11944
	City	State	Zip Code
<b>Contact Person:</b>	Dr. Philip Kenter	<b>Telephone:</b>	631-477-1950 X. 1205
<b>E-mail Address:</b>	pkenter@gufsd.org		
		<b>Report Period:</b>	01 23 Month/Year

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**FOR DEPARTMENT USE ONLY**

<b>Voucher #:</b>		<b>Fiscal Year</b>		<b>Payment Split</b>		<b>Line #</b>	
				\$			
				\$			
<b>Finance:</b>				\$			
				\$			
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				\$			
				\$			

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Agency Name:	GREENPORT UFSD		
Mailing Address:	720 FRONT STREET		
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	GREENPORT	NEW YORK	11944
	City	State	Zip Code
Contact Person:	Dr. Philip Kenter	Telephone:	631-477-1950 X. 1205
E-mail Address:	pkenter@gufsd.org		
		Report Period:	<div style="display: flex; justify-content: space-between; width: 100px;"> <span>01</span> <span>23</span> </div> <div style="text-align: center; font-size: small;">Month/Year</div>

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- |  |   |
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**FOR DEPARTMENT USE ONLY**

Voucher #:	Fiscal Year	Payment Split	Line #
		\$	
		\$	
		\$	
		\$	
		\$	

**Finance:**  
  
**LOG**

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The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
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E-mail Address:	pkenter@gufsd.org		
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Voucher #:	Fiscal Year	Payment Split	Line #
		\$	
		\$	
		\$	
		\$	
		\$	

**Finance:** LOG MIR



Grants Finance, Room 510W, Education Building, Albany, NY 12234  
Tel. (518) 474-4815 Fax (518) 486-4899  
Email: GRANTSWEB@NYSED.GOV

<b>Grant Award Recipient</b>  SUPERINTENDENT GREENPORT UFSD 720 FRONT ST GREENPORT, NY 11944-1599	<b>Date</b> 08/26/21
	<b>Project Number</b> 5891213265
	<b>Agency Code</b> 581010020000
<b>Funding Source</b> CRRSA-ESSER 2	<b>DUNS Number</b> 101214336
<b>CFDA Index Number</b> 84425D	<b>Law</b> PL 116-260 CRRSA ACT
<b>Federal Award Identification Number (FAIN)</b> S425D210022  THE PROJECT MAY BE PAID FROM OTHER AWARDS WITH DIFFERENT FAINS DEPENDING ON PERIOD OF AVAILABILITY OF FEDERAL FUNDS AND THE APPROVED PROJECT PERIOD.	<b>Regulations</b> EDGAR & 2CFR AS APPLIC.
	<b>Commissioner's Regulations</b> NA
<b>Federal Award Date</b> 01/06/21 THIS FEDERAL AWARD IS NOT FOR RESEARCH AND DEVELOPMENT.	<b>Maximum Indirect Cost Rate</b> SUB-RECIPIENT HAS AN ANNUAL NEGOTIATED INDIRECT COST RATE W/NYSED (THE PASS THROUGH ENTITY)
<b>Federal Awarding Agency</b> US DEPT OF ED.	<b>Funding Dates/Period of Performance</b> 03/13/20-09/30/23
<b>Approved Budget Total*</b> \$332,343 *IF THE SUB-AWARD IS \$25,000 OR MORE, IT IS SUBJECT TO REPORTING REQUIREMENTS UNDER FEDERAL FUNDING AND TRANSPARENCY ACT (FFATA) OF 2006.	<b>First Payment</b> \$66,468
	<b>Final Report (FS-10-F Long Form) Due</b> 12/29/23
<b>SED Fiscal Contact</b>  SARAH MARTIN (518)474-4815	<b>SED Program Contact</b>  ERICA MEAKER  (518)473-0295
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CF121  
 ENTRY DATE 09/02/21  
 PROJECT 5891213265  
 SED CODE 581010020000  
 NYC DOC #

GRANTS FINANCE  
 PROJECT STATUS REPORT  
 CRRSA-ESSER 2  
 GREENPORT UFSD

RUN DATE 09/02/21

BUDGET DETAIL INFORMATION			
PROF SALARY	15	212,585.00	BEGIN DATE 03/13/20
NON PROF SALARY	16	0.00	END DATE 09/30/23
PURCH SERVICES	40	105,758.00	AMENDMENT #
SUPP & MATERIAL	45	14,000.00	CONTRACT #
TRAVEL EXPENSE	46	0.00	STOP DATE
EMP BENEFITS	80	0.00	REFUND CHECK #
INDIRECT COST	90	0.00	IND COST RATE 2.4
BOCES SERVICES	49	0.00	INT ELIG N
REMODELING	30	0.00	
EQUIPMENT	20	0.00	

BUDGET SUMMARY INFORMATION			
FUNDYEAR	BUDGET SPLITS	PAID TO DATE	OUTSTANDING ENC
589121	332,343.00	66,468.00	265,875.00
589120	0.00	0.00	0.00
589119	0.00	0.00	0.00
	0.00	0.00	0.00
	0.00	0.00	0.00
TOTAL	332,343.00	66,468.00	265,875.00

LOG AND CONTRACT DATES			
BUDGET	RECEIVED	ENTERED	APPROVED
INTERIM	08/13/21	08/26/21	CONTRACT
FINAL			

CASH DETAIL										
ENTRY	DOC #	TRANS	ENC	RPT	LINE	AMOUNT	FUNDYR	MIR	PD DT	STAT
090221	546950F	INIT	000	09/21	01	66,468.00	589121	082621		ENT

THIS BUDGET HAS BEEN PROCESSED BY THE NEW YORK STATE  
 EDUCATION DEPARTMENT. THIS SUMMARY REPLACES THE SIGNED COPY.

☐ = Required Field

Local Agency Information

Funding Source:	CRSSA 2 <i>ESSER</i>	
Report Prepared By:	R. Case	
Agency Name:	GREENPORT UFSD	
Mailing Address:	720 Front St	
	Street	
	Greenport	NY 11941
	City	State Zip Code
Telephone # of Report Preparer:	631-477-1950	County: Suffolk
E-mail Address:	<a href="mailto:rcase@qufsd.org">rcase@qufsd.org</a>	
Project Funding Dates:	<i>7/13/20</i> 7/1/2021 Start	9/30/23 End

INSTRUCTIONS

- Submit the original FS-10 Budget and the required number of copies along with the completed application directly to the appropriate State Education Department office as indicated in the application instructions for the grant program for which you are applying. DO NOT submit this form to Grants Finance.
- The Chief Administrator's Certification on the Budget Summary worksheet must be signed by the agency's Chief Administrative Officer or properly authorized designee.
- An approved copy of the FS-10 Budget will be returned to the contact person noted above. A window envelope will be used; please make sure that the contact information is accurate and confined to the address field without altering the formatting.
- For information on budgeting refer to the Fiscal Guidelines for Federal and State Aided Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

# SALARIES FOR PROFESSIONAL STAFF

Subtotal - Code 15			\$212,585
Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Director of PPS (per year)	0.50	\$100,000.00	\$50,000.00
RTi Coordinator (per year)	2.00	\$30,000.00	\$60,000.00
Pre-K Teachers (per teacher, per year)	1.00	\$73,000.00	\$73,000.00
After school enrichment - elem (hrs)	250.00	\$59.17	\$14,792.50
After school credit recovery (hrs)	250.00	\$59.17	\$14,792.50



# PURCHASED SERVICES

Subtotal - Code 40			\$105,758
Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
Homeless Student Services	Non-District LEAs	\$63000 x 1 year	\$63,000
After School Bus Run (per bus, per day)	Sunrise Bus	\$75 X 300	\$22,500
Pre-K Curriculum (English/Spanish Edition) (one time)	Undetermined	\$3458 x 2	\$3,458
K-8 Benchmarking Program (per year)	Undetermined	\$3400 x 2	\$6,800
HS Assessment Platform (per year)	Undetermined	\$2000 x 2	\$4,000
Elem social emotional curriculum	Undetermined	\$3,000.00	\$3,000
HS social emotional curriculum	Undetermined	\$3,000.00	\$3,000

**SUPPLIES AND MATERIALS**

Subtotal - Code 45			\$14,000
Description of Item	Quantity	Unit Cost	Proposed Expenditure
COVID plexiglass desk shields	350.00	\$40.00	\$14,000.00



Grants Finance  
Room 510W, Education Building  
Tel. (518) 474-4815  
Fax (518) 486-4899

### **Reminder: Record Keeping and Retention**

*This document is intended as a reminder to local agencies on proper record keeping and retention.*

Generally, local agencies must have a proper financial management system in place, along with strong internal controls and written procedures, to properly account for funds received through a grant/grant-contract awarded by NYSED. Additionally, program as well as financial records, including supporting and source documentation, must be maintained and available for review by State and federal representatives or their duly authorized representatives.

In order to meet the requirements of both State and federally funded programs, these records must be kept for a period of six years after the last payment was made unless specified by program requirements or otherwise stated in the grant agreement.<sup>1</sup> Audit or litigation will "freeze the clock" for records retention purposes until the issue is resolved.

Information on records retention may be found in:

- 2 CFR 200.333-337 of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards for awards made on/after 12/26/14.
- Parts 74 & 80 of the Education Department General Administrative Regulations (EDGAR), specifically 34 CFR 74.53 & 34 CFR 80.42, for federal awards made prior to 12/26/14.
- Part 76 of the Education Department General Administrative Regulations (EDGAR), specifically 34 CFR 76.730-731.
- Records Retention and Disposition Schedules published by the New York State Archives ([http://www.archives.nysed.gov/records/mr\\_retention.shtml](http://www.archives.nysed.gov/records/mr_retention.shtml))

Local agencies must retain records<sup>2</sup> that show the amount of funds by grant, including total cost, how the awardee used the funds, authorizations, obligations, share of costs provided from other sources, as well as compliance with program requirements. In addition, source documents are required to support all transactions entered into the grantee's record keeping system. Source documents that authorize the disbursement of grant funds may consist of purchase orders, contracts, time & effort records, delivery receipts, vendor invoices, travel documentation, and payment documents, including check stubs. More information and examples of the types of documents used to support payment for other types of costs (such as goods, services, travel, utilities, and property leases) may be found in Chapter XII, Section 3 and Section 4.B.1 of the Guide to Financial Operations published by the NYS Office of the Comptroller (<https://www.osc.state.ny.us/agencies/guide/MyWebHelp/>).

<sup>1</sup> For projects awarded under a multi-year grant-contract, all project and contract-related documents (including the contract itself as well as the annual budgets) need to be retained for 6 years following the end of the contract.

<sup>2</sup> Please refer to 2 CFR 200.302 for a discussion of how federal awards are to be identified and accounted for in the financial management system. Proper accounting of federal funds will help ensure that appropriate and accurate documentation from this system can be provided if/when needed.

☐ = Required Field

**Local Agency Information**

**Funding Source:** CRSSA 2

**Report Prepared By:** R. Case

**Agency Name:** GREENPORT UFSD

**Mailing Address:** 720 Front St

Street

Greenport

NY

11941

City

State

Zip Code

**Telephone # of  
Report Preparer:** 631-477-1950

**County:** Suffolk

**E-mail Address:** [rcase@qufsd.org](mailto:rcase@qufsd.org)

**Project Funding Dates:** 7/1/2021 9/30/23  
Start End

**INSTRUCTIONS**

- Submit the original FS-10 Budget and the required number of copies along with the completed application directly to the appropriate State Education Department office as indicated in the application instructions for the grant program for which you are applying. DO NOT submit this form to Grants Finance.
- The Chief Administrator's Certification on the Budget Summary worksheet must be signed by the agency's Chief Administrative Officer or properly authorized designee.
- An approved copy of the FS-10 Budget will be returned to the contact person noted above. A window envelope will be used; please make sure that the contact information is accurate and confined to the address field without altering the formatting.
- For information on budgeting refer to the Fiscal Guidelines for Federal and State Aided Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

SALARIES FOR PROFESSIONAL STAFF	
2011-2012	\$202,585

	Subtotal - Code 15
--	--------------------

	\$202,585
--	-----------

[illegible]

# PURCHASED SERVICES

Subtotal - Code 40			\$115,758
Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
Homeless Student Services	Non-District LEAs	\$63000 x 1 year	\$63,000
After School Bus Run (per bus, per day)	Sunrise Bus	\$75 X 300	\$22,500
K-8 Benchmarking Software (per year)	Undetermined	\$3400 x 2	\$6,800
HS Assessment Platform (per year)	Undetermined	\$3000 x 2	\$6,000
Pre-K Curriculum (English/Spanish Edition) (one time)	Undetermined	\$3458 x 2	\$3,458
K-6 Benchmarking Program (per year)	Undetermined	\$2000 x 2	\$4,000
HS Assessment Platform (per year)	Undetermined	\$2000 x 2	\$4,000
Elem social emotional curriculum	Undetermined	\$3,000.00	\$3,000
HS social emotional curriculum	Undetermined	\$3,000.00	\$3,000

SUPPLIES AND MATERIALS			
Subtotal - Code 45			\$14,000
Description of Item	Quantity	Unit Cost	Proposed Expenditure
COVID plexiglass desk shields	350.00	\$40.00	\$14,000.00



## BUDGET SUMMARY

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$202,585
Support Staff Salaries	16	
Purchased Services	40	\$115,758
Supplies and Materials	45	\$14,000
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$332,343

Agency Code:

Greenport UFSD

Project #:

Contract #:

Agency Name:

581010020000

### FOR DEPARTMENT USE ONLY

Funding Dates:

From

To

Program Approval:

Date:

### CHIEF ADMINISTRATOR'S CERTIFICATION

*By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title of Chief Administrative Officer

Fiscal Year

First Payment

Line #

Voucher #

First Payment

Finance: Logged \_\_\_\_\_

Approved \_\_\_\_\_

MIR \_\_\_\_\_

☐ = Required Field

Local Agency Information

Funding Source: CRSSA 2

Report Prepared By: R. Case

Agency Name: GREENPORT UFSD

Mailing Address: 720 Front St

Street

Greenport

NY

11941

City

State

Zip Code

Telephone # of  
Report Preparer: 631-477-1950

County: Suffolk

E-mail Address: [rcase@ufsd.org](mailto:rcase@ufsd.org)

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# SALARIES FOR PROFESSIONAL STAFF

Subtotal - Code 15			\$202,585
Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Director of PPS (per year)	0.50	\$100,000.00	\$50,000.00
RTi Coordinator (per year)	2.00	\$30,000.00	\$60,000.00
Pre-K Teachers (per teacher, per year)	1.00	\$63,000.00	\$63,000.00
After school enrichment - elem (hrs)	250.00	\$59.17	\$14,792.50
After school credit recovery (hrs)	250.00	\$59.17	\$14,792.50

# PURCHASED SERVICES

Subtotal - Code 40			\$115,758
Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
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**Greenport UFSD**

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Contract #:

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**581010020000**

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Funding Dates:

From

To

Program Approval:

Date:

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\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**Marlon C. Small**

\_\_\_\_\_  
Name and Title of Chief Administrative Officer

Fiscal Year

First Payment

Line #

\_\_\_\_\_  
Voucher #

\_\_\_\_\_  
First Payment

Finance: Logged \_\_\_\_\_

Approved \_\_\_\_\_

MIR \_\_\_\_\_

8/4/2021



Greenport  
UFSD

Greenport UFSD Mail - Fwd: APPROVED - CRRSA Act Combined Funding Application

Greenport UFSD Mail - Fwd: APPROVED - CRRSA Act Combined Funding Application

Arias, Ana <aarias@gufsd.org>

**wd: APPROVED - CRRSA Act Combined Funding Application**  
1 message

Small, Marlor <msmall@gufsd.org>  
To: Ana Arias <aarias@gufsd.org>

Wed, Jul 28, 2021 at 11:54

----- Forwarded message -----  
From: <conappta@nysed.gov>  
Date: Wed, Jul 28, 2021 at 7:14 AM  
Subject: APPROVED - CRRSA Act Combined Funding Application  
To: <msmall@gufsd.org>  
Cc: <rcase@gufsd.org>, <cscheid@gufsd.org>, <pkenter@gufsd.org>

Dear Colleague,

This email is to inform you that the New York State Education Department (NYSED) has programmatically approved the CRRSA Act Combined Funding Application - GREENPORT UFSD - following a risk-based review of the submitted materials.

At your earliest convenience, please review the application as there may be flagged items with reviewer comments, recommendations, and/or technical assistance notes to aid your implementation of the CRRSA Act programs. Unless specifically directed in the comment, no further action is required at this time.

Your application will be forwarded to the NYSED Grants Finance Office for final processing. As program budgets are approved, they will be reflected in Grants Finance system at <http://www.oms.nysed.gov/cafe/reports/>. In addition, you will receive a grant award notification (GAN) for each program; please allow 6-8 weeks for processing. If you do not receive a GAN, or if a program budget does not appear in the Grants Finance system, please contact us at [caresact@nysed.gov](mailto:caresact@nysed.gov).

Should your budget include planned work on your facilities, please be aware that you will still need to work with the Office of Facilities Planning to obtain all necessary approvals. Please see: <http://www.p12.nysed.gov/facplan/>

Please note that NYSED will continue to review and analyze information from programmatically approved applications throughout the project period as part of its established risk-based review process. As a result, NYSED staff may contact you in the future to provide additional technical assistance or request modifications to your application materials to ensure compliance with federal and state statutes, regulations, and requirements.

If you have any additional questions, please feel free to contact the ESSA-Funded Programs Office at 518-473-0295 or via email at [caresact@nysed.gov](mailto:caresact@nysed.gov).

NYS Education Department  
Office of ESSA-Funded Programs



6/28/2021

Greenport UFSD Mail - Re: Spreadsheet shared with you: ESSR Grants & State Foundation Aid



Re: Spreadsheet shared with you: "ESSR Grants & State Foundation Aid"

1 message

Small, Marlon <msmall@gufsd.org>

To: Ryan Case <rcase@gufsd.org>, Ana Arias <aarias@gufsd.org>

es Scheid <csc

Hi Ryan,

Thanks for sharing. I forgot on Friday to mention that we should in funding to repla  
suspect that we might have increased positivity rates in the fall as mps get colder  
we should use the funds to purchase shields for this possibility. W chased 500 last  
cost based on last summer's price. Also, I'd like to revise the allocation to inclu  
having Stephanie Pawlik back to help coordinate and provide RT ort. As a retiree,

Thank you,

MS

On Fri, Jun 25, 2021 at 10:44 AM Ryan Case (via Google Sheets) <rcase@gufsd.org> wrote: ve-shares-dm-n

## Ryan Case shared a spreadsheet



Ryan Case has invited you to edit this spreadsheet:

ESSR Grants & State Foundation Aid 024

Open

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA  
You have received this email because rcase@gufsd.org shared a spreadsheet with you from Google Sheets.

--  
Marlon C. Small  
Superintendent of Schools  
Greenport UFSD  
720 Front Street  
Greenport, NY 11944  
(631) 477-1950  
Msmall@gufsd.org

<https://mail.google.com/mail/u/0?ik=c597f86143&view=pt&search=all&perm=1-f%3A17038375182344>

The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
 Grants Finance, Rm. 510W EB  
 Albany, New York 12234

**FINAL EXPENDITURE REPORT FOR A  
 FEDERAL OR STATE PROJECT  
 FS-10-F Long Form (03/15)**

☐ = Required Field

**Local Agency Information**

Funding Source:	CARES ACT - ESSERF	
Report Prepared By:	Dr. Philip Kenter	
Agency Name:	GREENPORT U.F.S.D.	
Mailing Address:	720 Front Street	
	Street	
	Greenport	New York 11944
	City	State Zip Code
Telephone # of Report Preparer:	631-477-1950 x. 1205	County: Suffolk
E-mail Address:	pkenter@gufsd.org	

**INSTRUCTIONS**

- For State grants, final expenditure reports are generally due within 30 days after the grant's end date. Reports for federal projects are generally due within 90 days after the grant's end date. See the Grant Award Notice to verify the due date. However, the Department program office may impose an earlier due date.
- Agencies should use only the FS-10-F Long Form to report actual project expenditures.
- Agencies must maintain complete and accurate records and may be requested to provide additional detail to support reported expenditures.
- All encumbrances must have taken place within the grant's approved funding dates, which can be found on the FS-10 or FS-20 budget form and on the Grant Award Notice.
- The Chief Administrator's Certification on the Final Summary page must be signed by the agency's Chief Administrative Officer or properly authorized designee.
- Submit one report with original signature and one copy directly to Grants Finance, New York State Education Department, Room 510W EB, Albany, NY 12234.
- For special legislative projects, submit one report with original signature and two copies, along with a final program narrative report.
- For additional information, please refer to Fiscal Guidelines for Federal and State Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

PURCHASED SERVICES			
Subtotal - Code 40			\$26,078
Encumbrance Date	Provider of Service	Check or Journal Entry #	Amount Expended
05/14/2020	Sunrise Busses, Inc.	72129	\$10,502
06/30/2020	Sunrise Busses, Inc.	72291	\$15,576

SUPPLIES AND MATERIALS			
Subtotal - Code 45			\$65,704
Purchase Order Date	Vendor	Check or Journal Entry #	Amount Expended
08/05/2020	WB Mason Company	210195	\$359
09/17/2020	WB Mason Company	210197	\$3,996
08/20/2020	WB Mason Company	210205	\$858
09/30/2020	J&F Supply, Inc,	72581	\$1,020
09/09/2020	Nebtec, LLC	72585	\$858
09/30/2020	Medline Industries, Inc.	72584	\$157
10/22/2020	Laminating & Binding Solutions	72684	\$484
10/22/2020	WB Mason Company	72693	\$101
11/19/2020	ERC Wiping Products	72745	\$1,800
12/22/20	WB Mason Company	72884	\$466
02/03/2021	Henry Schein, Inc.	72958	\$1,145
10/14/2020	WB Mason Company	72664	\$584
12/14/2020	WB Mason Company	72848	\$2,241
08/14/2020	American Paper Company	210055	\$3,205

06/30/2020	American Paper Company	1282	\$5,471
06/23/2020	WB Mason Company	200870	\$975
06/23/2020	WB Mason Company	200871	\$2,826
08/05/2020	Makerbot Industries, LLC	200922	\$455
09/03/2020	Matterhackers, Inc.	200923	\$620
09/17/2020	Advanced Door Solutions, Inc.	210053	\$939
08/19/2020	American Paper Company	210055	\$2,120
08/19/2020	American Paper Company	210055	\$225
08/19/2020	American Paper Company	210055	\$860
09/30/2020	Grainger	210069	\$62
09/30/20	Grainger	210069	\$170
10/22/2020	Home Depot	210073	\$645
07/17/2020	Hommel, Inc.	210074	\$200
09/03/2020	Ocean Janitorial Supply, Inc.	210090	\$1,516
10/14/2020	Riverhead Building Supply, Inc.	210102	\$92
09/30/2020	BSN Sports, LLC	210160	\$5,945

09/30/2020	BSN Sports, LLC	210160	\$299
09/30/2020	BSN Sports, LLC	210160	\$171
08/19/2020	WB Mason Company	72429	\$711
09/17/2020	BSN Sports, LLC	72494	\$3,850
09/17/2020	Can-Am, LLC	72497	\$6,529
08/19/2020	School Nurse Supply, Inc.	72411	\$247
09/17/2020	School Specialty, LLC	72533	\$16
08/19/2020	Staples	72421	\$1,599
09/17/2020	WB Mason Company	72540	\$4,495
07/31/2020	Clear Face Mask Company	72488	\$1,206
08/19/2020	Grainger	72397	\$1,338
11/08/2020	Flaghouse	72709	\$403
09/17/2020	BSN Sports, LLC	72492	\$2,208
09/17/2020	Ocean Janitorial Supply, Inc.	72524	\$2,237

EQUIPMENT			
Subtotal - Code 20			\$10,150
Purchase Order Date	Vendor	Check or Journal Entry #	Amount Expended
06/26/2020	Wesco Distribution, Inc.	086394	\$5,798
09/17/2020	Ocean Janitorial Supply, Inc.	561370	\$4,352



CF760

## FEDERAL AND STATE GRANT STATUS REPORT

ED CODE: 581010020000  
 AGENCY NAME: GREENPORT UFSD

RUN DATE: 06/30/22

## 2022 PROJECTS

PROJECT #	CONTRACT #	FUNDING SOURCE	BUDGET	SCHEDULED/ PAID TO DATE	START	END
0011221001		TITLE I, SCHOOL IM	100,000	20,000	09/01/21	08/31/22
0011222084		TITLE I, SCHOOL IM	450,000	90,000	09/01/21	08/31/22
0011224062		TITLE I, SCHOOL IM	150,000	30,000	09/01/21	08/31/22
0021223265		TITLE I-PT A-IMPRO	108,139	21,627	09/01/21	08/31/22
0032220955		IDEA-PART B, SECTI	192,836	38,567	07/01/21	06/30/22
0033220955		IDEA-PART B, SECTI	10,183	2,036	07/01/21	06/30/22
0147223265		TITLE IIA, TEACH/PR	16,343	3,268	09/01/21	08/31/22
0149223265		TITLE IIIA IMMIGRA	37,440	UNDER REVIEW		
0204223265		TITLE IV ALLOCATIO	10,000	2,000	09/01/21	08/31/22
0293223265		TITLE IIIA, ELL	24,016	4,803	09/01/21	08/31/22
0527220046		MY BROTHER'S KEEPE	122,500	30,625	09/01/21	08/31/22

## OPEN PROJECTS 2021 AND PRIOR

5218213265		ARP HOMELESS II	8,267	UNDER REVIEW		
5880213265		ARP ESSER 3	746,935	74,693	03/13/20	09/30/24
5890213265		CARES ACT - ESSERF	101,932	20,386	03/13/20	09/30/22
5891213265		CRRSA-ESSER 2	332,343	66,468	03/13/20	09/30/23
5895213265		CARES ACT - GEER	17,276	3,455	03/13/20	09/30/22

TOTAL			2,428,210	407,928		
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CF121  
ENTRY DATE 11/09/22  
PROJECT 5890213265  
SED CODE 581010020000  
NYC DOC #

GRANTS FINANCE  
PROJECT STATUS REPORT  
CARES ACT - ESSERF  
GREENPORT UFSD

RUN DATE 11/09/22

BUDGET DETAIL INFORMATION

PROF SALARY	15	0.00	BEGIN DATE	03/13/20
NON PROF SALARY	16	0.00	END DATE	09/30/22
PURCH SERVICES	40	26,078.00	AMENDMENT #	
SUPP & MATERIAL	45	65,704.00	CONTRACT #	
TRAVEL EXPENSE	46	0.00	STOP DATE	
EMP BENEFITS	80	0.00	REFUND CHECK #	
INDIRECT COST	90	0.00	IND COST RATE	10.8
BOCES SERVICES	49	0.00	INT ELIG	N
REMODELING	30	0.00		
EQUIPMENT	20	10,150.00		

BUDGET SUMMARY INFORMATION

FUNDYEAR	BUDGET SPLITS	PAID TO DATE	OUTSTANDING ENC
589021	0.00	0.00	0.00
589020	101,932.00	101,932.00	0.00
589019	0.00	0.00	0.00
	0.00	0.00	0.00
	0.00	0.00	0.00
TOTAL	101,932.00	101,932.00	0.00

LOG AND CONTRACT DATES

	RECEIVED	ENTERED	APPROVED
BUDGET	03/24/21	03/25/21	CONTRACT
INTERIM			
FINAL	11/07/22	11/09/22	

CASH DETAIL

ENTRY	DOC #	TRANS	ENC	RPT	LINE	AMOUNT	FUNDYR	MIR	PD DT	STAT
032521	534839F	INIT	000	03/21	01	20,386.00	589020	032421		PAID
110922	585979F	FINAL	000	11/22	02	81,546.00	589020	110722		ENT

THIS FINAL EXPENDITURE REPORT HAS BEEN PROCESSED BY THE NEW YORK STATE EDUCATION DEPARTMENT. THIS SUMMARY REPLACES THE SIGNED COPY.



Grants Finance  
Room 510W, Education Building  
Tel. (518) 474-4815

## **Reminder: Record Keeping and Retention**

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CF121  
ENTRY DATE 03/25/21  
PROJECT 5890213265  
SED CODE 581010020000  
NYC DOC #

GRANTS FINANCE  
PROJECT STATUS REPORT  
**CARES ACT - ESSERF**  
GREENPORT UFSD

RUN DATE 03/25/21

BUDGET DETAIL INFORMATION		
PROF SALARY	15	0.00
NON PROF SALARY	16	0.00
PURCH SERVICES	40	26,078.00
SUPP & MATERIAL	45	65,704.00
TRAVEL EXPENSE	46	0.00
EMP BENEFITS	80	0.00
INDIRECT COST	90	0.00
BOCES SERVICES	49	0.00
REMODELING	30	0.00
EQUIPMENT	20	10,150.00

BEGIN DATE	03/13/20
END DATE	09/30/22
AMENDMENT #	
CONTRACT #	
STOP DATE	
REFUND CHECK #	
IND COST RATE	2.4
INT ELIG	N

BUDGET SUMMARY INFORMATION			
FUNDYEAR	BUDGET SPLITS	PAID TO DATE	OUTSTANDING ENC
589021	0.00	0.00	0.00
589020	101,932.00	20,386.00	81,546.00
589019	0.00	0.00	0.00
	0.00	0.00	0.00
	0.00	0.00	0.00
TOTAL	101,932.00	20,386.00	81,546.00

LOG AND CONTRACT DATES			
	RECEIVED	ENTERED	APPROVED
BUDGET	03/24/21	03/25/21	
INTERIM			
FINAL			

CONTRACT

CASH DETAIL									
ENTRY	DOC #	TRANS	ENC	RPT	LINE	AMOUNT	FUNDYR	MIR	PD DT STA
032521	534839F	INIT	000	03/21	01	20,386.00	589020	032421	REL

THIS BUDGET HAS BEEN PROCESSED BY THE NEW YORK STATE  
EDUCATION DEPARTMENT. THIS SUMMARY REPLACES THE SIGNED COPY.

**The University of the State of New York  
THE STATE EDUCATION DEPARTMENT**  
(see instructions for mailing address)

**PROPOSED BUDGET FOR A  
FEDERAL OR STATE PROJECT**  
FS-10 (03/15)

**Local Agency Information**

Funding Source: Elementary and Secondary School Emergency Relief (ESSER) Fund

Report Prepared By: Charles Scheid

Agency Name: Greenport UFSD

Mailing Address: 720 Front Street

Greenport New York 11944

City

State

Zip Code

11944

11944

Telephone #: 631-477-1950

County: Suffolk

E-Mail Address: cscheid@gufsd.org

Project Operation Dates: 3/13/2020  
Start

9/30/2022  
End

**INSTRUCTIONS**

- ❖ Submit the original budget and the required number of copies along with the completed application directly to the appropriate State Education Department office as indicated in the application instructions for the grant program for which you are applying. DO NOT submit this form to the Grants Finance.
- ❖ Enter whole dollar amounts only.
- ❖ Prior approval by means of an approved budget (FS-10) or budget amendment (FS-10-A) is required for:
  - Personnel positions, number and type
  - Equipment items having a unit value of \$5,000 or more, number and type
  - Minor remodeling
  - Any increase in a budget subtotal (professional salaries, purchased services, travel, etc.) by more than 10 percent or \$1,000, whichever is greater
  - Any increase in the total budget amount.
- ❖ Certification on page 8 must be signed by Chief Administrative Officer or properly authorized designee.
- ❖ High quality computer generated reproductions of this form may be used.
- ❖ For further information on budgeting, please refer to the Fiscal Guidelines for Federal and State Aided Grants which may be accessed at [www.oms.nysed.gov/cafe/](http://www.oms.nysed.gov/cafe/) or call Grants Finance at (518) 474-4815.

**PURCHASED SERVICES: Code 40**

Include consultants (indicate per diem rate), rentals, tuition, and other contractual services. Copies of contracts may be requested by the State Education Department. Purchased Services from a BOCES, if other than applicant agency, should be budgeted under Purchased Services with BOCES, Code 49.

Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
Additional bus runs	Sunrise Bus Co.	2x13,039	26,078
Subtotal - Code 40			26,078

**SUPPLIES AND MATERIALS: Code 45**

Beginning with the 2005-06 year include computer software, library books and equipment items under \$5,000 per unit.

For earlier years include computer software, library books and equipment items under 1,000 per unit.

Description of Item	Quantity	Unit Cost	Proposed Expenditure
Face masks/coverings	18,260	1.29	23,555
Video conference cameras	50	118.00	5,900
Chromebooks	94	225.00	21,143
Temperature Screening Thermometers-non-contact infrared	4	1,599	6,396
Desk shields/guards	28	87.97	2,463
Utility carts	58	40.99	2,377
Antibacterial wipes	4	517.16	2,070
Bucket Dispensers	13	100	1,300
	50	10	500
Subtotal - Code 45			65,704







Grants Finance, Room 510W, Education Building, Albany, NY 12234  
Tel. (518) 474-4815 Fax (518) 486-4899  
Email: GRANTSWEB@NYSED.GOV

REVISED

2/25/2022 SW

<b>Grant Award Recipient</b>  SUPERINTENDENT GREENPORT UFSD 720 FRONT ST GREENPORT, NY 11944-1599	<b>Date</b> 03/25/21
	<b>Project Number</b> 5895213265
	<b>Agency Code</b> 581010020000
<b>Funding Source</b> CARES ACT - GEER	<b>DUNS Number</b> 101214336
<b>CFDA Index Number</b> 84425C	<b>Law</b> PL 116-136 CARES ACT
<b>Federal Award Identification Number (FAIN)</b> S425C200020  THE PROJECT MAY BE PAID FROM OTHER AWARDS WITH DIFFERENT FAINS DEPENDING ON PERIOD OF AVAILABILITY OF FEDERAL FUNDS AND THE APPROVED PROJECT PERIOD.	<b>Regulations</b> EDGAR & 2CFR AS APPLIC.
	<b>Commissioner's Regulations</b> NA
<b>Federal Award Date</b> 05/22/20 THIS FEDERAL AWARD IS NOT FOR RESEARCH AND DEVELOPMENT.	<b>Maximum Indirect Cost Rate</b> SUB-RECIPIENT HAS AN ANNUAL NEGOTIATED INDIRECT COST RATE W/NYSED (THE PASS THROUGH ENTITY)
<b>Federal Awarding Agency</b> US DEPT OF ED.	<b>Funding Dates/Period of Performance</b> 03/13/20-09/30/22
<b>Approved Budget Total*</b> \$17,276 *IF THE SUB-AWARD IS \$25,000 OR MORE, IT IS SUBJECT TO REPORTING REQUIREMENTS UNDER FEDERAL FUNDING AND TRANSPARENCY ACT (FFATA) OF 2006.	<b>First Payment</b> \$3,455
	<b>Final Report (FS-10-F Long Form) Due</b> 10/30/22 Submitted 10/25/22
<b>SED Fiscal Contact</b>  SARAH MARTIN/SABRINA MCGINTY (518)474-4815	<b>SED Program Contact</b>  ERICA MEAKER CARESACT@NYSED.GOV (518)473-0295
<p>It is the sub-recipient's responsibility to conduct activities in accordance with applicable statutes, regulations, policies, terms, conditions and assurances. All grants are subject to further review, monitoring and audit to ensure compliance. The Department has the right to recoup funds if the approved activities are not performed and/or the funds are expended inappropriately.</p> <p>In accordance with Section 41 of the State Finance Law, the State shall have no liability under this grant to the grantee or to anyone else beyond funds appropriated and available for this grant. The approved budget (FS-10) will be sent under separate cover. Please retain this document with your files.</p>	





The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
 Grants Finance, Rm. 510W EB  
 Albany, New York 12234

**FINAL EXPENDITURE REPORT FOR A  
 FEDERAL OR STATE PROJECT  
 FS-10-F Long Form (03/15)**

☐ = Required Field

Local Agency Information		
Funding Source:	CARES ACT - GEER	
Report Prepared By:	Dr. Philip Kenter	
Agency Name:	GREENPORT U.F.S.D.	
Mailing Address:	720 Front Street	
	Street	
	Greenport	New York
	City	State
		11944
		Zip Code
Telephone # of Report Preparer:	631-477-1950 x. 1205	County: Suffolk
E-mail Address:	pkenter@gufsd.org	

### INSTRUCTIONS

- For State grants, final expenditure reports are generally due within 30 days after the grant's end date. Reports for federal projects are generally due within 90 days after the grant's end date. See the Grant Award Notice to verify the due date. However, the Department program office may impose an earlier due date.
- Agencies should use only the FS-10-F Long Form to report actual project expenditures.
- Agencies must maintain complete and accurate records and may be requested to provide additional detail to support reported expenditures.
- All encumbrances must have taken place within the grant's approved funding dates, which can be found on the FS-10 or FS-20 budget form and on the Grant Award Notice.
- The Chief Administrator's Certification on the Final Summary page must be signed by the agency's Chief Administrative Officer or properly authorized designee.
- Submit one report with original signature and one copy directly to Grants Finance, New York State Education Department, Room 510W EB, Albany, NY 12234.
- For special legislative projects, submit one report with original signature and two copies, along with a final program narrative report.
- For additional information, please refer to Fiscal Guidelines for Federal and State Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

SUPPLIES AND MATERIALS			
Subtotal - Code 45			\$17,276
Purchase Order Date	Vendor	Check or Journal Entry #	Amount Expended
08/05/2020	Sandbox Sign Company	210194	\$10,526
09/02/2020	Sandbox Sign Company	210194	\$6,750





Grants Finance, Room 510W, Education Building, Albany, NY 12234  
Tel. (518) 474-4815 Fax (518) 486-4899  
Email: GRANTSWEB@NYSED.GOV

<b>Grant Award Recipient</b>  SUPERINTENDENT GREENPORT UFSD 720 FRONT ST GREENPORT, NY 11944-1599	<b>Date</b> 03/25/21
	<b>Project Number</b> 5895213265
	<b>Agency Code</b> 581010020000
<b>Funding Source</b> CARES ACT - GEER	<b>DUNS Number</b> 101214336
<b>CFDA Index Number</b> 84425C	<b>Law</b> PL 116-136 CARES ACT
<b>Federal Award Identification Number (FAIN)</b> S425C200020  THE PROJECT MAY BE PAID FROM OTHER AWARDS WITH DIFFERENT FAINS DEPENDING ON PERIOD OF AVAILABILITY OF FEDERAL FUNDS AND THE APPROVED PROJECT PERIOD.	<b>Regulations</b> EDGAR & 2CFR AS APPLIC.
	<b>Commissioner's Regulations</b> NA
<b>Federal Award Date</b> 05/22/20 THIS FEDERAL AWARD IS NOT FOR RESEARCH AND DEVELOPMENT.	<b>Maximum Indirect Cost Rate</b> SUB-RECIPIENT HAS AN ANNUAL NEGOTIATED INDIRECT COST RATE W/NYSED (THE PASS THROUGH ENTITY)
<b>Federal Awarding Agency</b> US DEPT OF ED.	<b>Funding Dates/Period of Performance</b> 03/13/20-09/30/22
<b>Approved Budget Total*</b> \$17,276 *IF THE SUB-AWARD IS \$25,000 OR MORE, IT IS SUBJECT TO REPORTING REQUIREMENTS UNDER FEDERAL FUNDING AND TRANSPARENCY ACT (FFATA) OF 2006.	<b>First Payment</b> \$3,455
	<b>Final Report (FS-10-F Long Form) Due</b> 12/29/22 Submitted <i>[Signature]</i> 12/25/22
<b>SED Fiscal Contact</b>  SARAH MARTIN (518)474-4815	<b>SED Program Contact</b>  ERICA MEAKER CARESACT@NYSED.GOV (518)473-0295
<p>It is the sub-recipient's responsibility to conduct activities in accordance with applicable statutes, regulations, policies, terms, conditions and assurances. All grants are subject to further review, monitoring and audit to ensure compliance. The Department has the right to recoup funds if the approved activities are not performed and/or the funds are expended inappropriately.</p> <p>In accordance with Section 41 of the State Finance Law, the State shall have no liability under this grant to the grantee or to anyone else beyond funds appropriated and available for this grant. The approved budget (FS-10) will be sent under separate cover. Please retain this document with your files.</p>	

CF121  
 ENTRY DATE 03/25/21  
 PROJECT 5895213265  
 SED CODE 581010020000  
 NYC DOC #

GRANTS FINANCE  
 PROJECT STATUS REPORT  
**CARES ACT - GEER**  
 GREENPORT UFSD

RUN DATE 03/25/21

BUDGET DETAIL INFORMATION

PROF SALARY	15	0.00	BEGIN DATE	03/13/20
NON PROF SALARY	16	0.00	END DATE	09/30/22
PURCH SERVICES	40	0.00	AMENDMENT #	
SUPP & MATERIAL	45	17,276.00	CONTRACT #	
TRAVEL EXPENSE	46	0.00	STOP DATE	
EMP BENEFITS	80	0.00	REFUND CHECK #	
INDIRECT COST	90	0.00	IND COST RATE	2.4
BOCES SERVICES	49	0.00	INT ELIG	N
REMODELING	30	0.00		
EQUIPMENT	20	0.00		

BUDGET SUMMARY INFORMATION

FUNDYEAR	BUDGET SPLITS	PAID TO DATE	OUTSTANDING ENC
589521	0.00	0.00	0.00
589520	17,276.00	3,455.00	13,821.00
589519	0.00	0.00	0.00
	0.00	0.00	0.00
	0.00	0.00	0.00
TOTAL	17,276.00	3,455.00	13,821.00

LOG AND CONTRACT DATES

	RECEIVED	ENTERED	APPROVED
BUDGET	03/24/21	03/25/21	
INTERIM			
FINAL			

CASH DETAIL

ENTRY	DOC #	TRANS	ENC	RPT	LINE	AMOUNT	FUNDYR	MIR	PD DT	STA
032521	534840F	INIT	000	03/21	01	3,455.00	589520	032421		REL

THIS BUDGET HAS BEEN PROCESSED BY THE NEW YORK STATE  
 EDUCATION DEPARTMENT. THIS SUMMARY REPLACES THE SIGNED COPY.

**The University of the State of New York  
THE STATE EDUCATION DEPARTMENT**  
(see instructions for mailing address)

**PROPOSED BUDGET FOR A  
FEDERAL OR STATE PROJECT**  
FS-10 (03/15)

**Local Agency Information**

Funding Source: Governor's Emergency Education Relief Fund (GEER)

Report Prepared By: Charles Scheid

Agency Name: Greenport UFSD

Mailing Address: 720 Front Street

Street		
<u>Greenport</u>	<u>New York</u>	<u>11944</u>
City	State	Zip Code

Telephone #: 631-477-1950 County: Suffolk

E-Mail Address: cscheid@gufsd.org

Project Operation Dates: 3/13/2020 9/30/2022  
Start End

**INSTRUCTIONS**

- ❖ Submit the original budget and the required number of copies along with the completed application directly to the appropriate State Education Department office as indicated in the application instructions for the grant program for which you are applying. DO NOT submit this form to the Grants Finance.
- ❖ Enter whole dollar amounts only.
- ❖ Prior approval by means of an approved budget (FS-10) or budget amendment (FS-10-A) is required for:
  - Personnel positions, number and type
  - Equipment items having a unit value of \$5,000 or more, number and type
  - Minor remodeling
  - Any increase in a budget subtotal (professional salaries, purchased services, travel, etc.) by more than 10 percent or \$1,000, whichever is greater
  - Any increase in the total budget amount.
- ❖ Certification on page 8 must be signed by Chief Administrative Officer or properly authorized designee.
- ❖ High quality computer generated reproductions of this form may be used.
- ❖ For further information on budgeting, please refer to the Fiscal Guidelines for Federal and State Aided Grants which may be accessed at [www.oms.nysed.gov/cafe/](http://www.oms.nysed.gov/cafe/) or call Grants Finance at (518) 474-4815.

**PURCHASED SERVICES: Code 40**

Include consultants (indicate per diem rate), rentals, tuition, and other contractual services. Copies of contracts may be requested by the State Education Department. Purchased Services from a BOCES, if other than applicant agency, should be budgeted under Purchased Services with BOCES, Code 49.

Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
Subtotal - Code 40			

**SUPPLIES AND MATERIALS: Code 45**

Beginning with the 2005-06 year include computer software, library books and equipment items under \$5,000 per unit.

For earlier years include computer software, library books and equipment items under 1,000 per unit.

Description of Item	Quantity	Unit Cost	Proposed Expenditure
Desk shields/guards	422	40.99	17,276
Subtotal - Code 45			17,276

**FS-10 Page 5**

**INDIRECT COST: Code 90**

- ### B. Approved Restricted Indirect Cost Rate

Subtotal – Code 90

\$	(A)
%	(B)
\$	(C)

### **PURCHASED SERVICES WITH BOCES: Code 49**

Description of Services	Name of BOCES	Calculation of Cost	Proposed Expenditure
Subtotal – Code 49			

### **MINOR REMODELING: Code 30**

Allowable costs include salaries, associated employee benefits, purchased services, and supplies and materials related to alterations to existing sites.

Description of Work To be Performed	Calculation of Cost	Proposed Expenditure
Subtotal – Code 30		



**The University of the State of New York  
THE STATE EDUCATION DEPARTMENT  
(see instructions for mailing address)**

**PROPOSED BUDGET FOR A  
FEDERAL OR STATE PROJECT  
FS-10 (03/15)**

**Local Agency Information**

Funding Source: Elementary and Secondary School Emergency Relief (ESSER) Fund

Report Prepared By: Charles Scheid

Agency Name: Greenport UFSD

Mailing Address: 720 Front Street

	Street	
<u>Greenport</u>	<u>New York</u>	<u>11944</u>
City	State	Zip Code

Telephone #: 631-477-1950 County: Suffolk

E-Mail Address: cscheid@gufsd.org

Project Operation Dates: 3/13/2020 9/30/2022  
Start End

**INSTRUCTIONS**

- ❖ Submit the original budget and the required number of copies along with the completed application directly to the appropriate State Education Department office as indicated in the application instructions for the grant program for which you are applying. DO NOT submit this form to the Grants Finance.
- ❖ Enter whole dollar amounts only.
- ❖ Prior approval by means of an approved budget (FS-10) or budget amendment (FS-10-A) is required for:
  - Personnel positions, number and type
  - Equipment items having a unit value of \$5,000 or more, number and type
  - Minor remodeling
  - Any increase in a budget subtotal (professional salaries, purchased services, travel, etc.) by more than 10 percent or \$1,000, whichever is greater
  - Any increase in the total budget amount.
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**PURCHASED SERVICES: Code 40**

Include consultants (indicate per diem rate), rentals, tuition, and other contractual services. Copies of contracts may be requested by the State Education Department. Purchased Services from a BOCES, if other than applicant agency, should be budgeted under Purchased Services with BOCES, Code 49.

<b>Description of Item</b>	<b>Provider of Services</b>	<b>Calculation of Cost</b>	<b>Proposed Expenditure</b>
Additional bus runs	Sunrise Bus Co.	2x13,039	26,078
Subtotal - Code 40			26,078

**SUPPLIES AND MATERIALS: Code 45**

Beginning with the 2005-06 year include computer software, library books and equipment items under \$5,000 per unit.

For earlier years include computer software, library books and equipment items under 1,000 per unit.

<b>Description of Item</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Proposed Expenditure</b>
Face masks/coverings	18,260	1.29	23,555
Video conference cameras	50	118.00	5,900
Chromebooks	94	225.00	21,143
Temperature Screening Thermometers-non-contact infrared	4	1,599	6,396
Desk shields/guards	28	87.97	2,463
Utility carts	58	40.99	2,377
Antibacterial wipes	4	517.16	2,070
Bucket Dispensers	13	100	1,300
	50	10	500
Subtotal - Code 45			65,704

**EQUIPMENT: Code 20**

Beginning with the 2005-06 year all equipment to be purchased in support of this project with a unit cost of \$5,000 or more should be itemized in this category. Equipment items under \$5,000 should be budgeted under Supplies and Materials, Code 45. Repairs of equipment should be budgeted under Purchased Services, Code 40.

For earlier years the threshold for reporting equipment purchases was \$1,000 or more. Equipment items under \$1,000 should be budgeted under Supplies and Materials.

Description of Item	Quantity	Unit Cost	Proposed Expenditure
Emist Electrostatic Sprayer	2	5,075	10,150
Subtotal – Code 20			10,150

# BUDGET SUMMARY

FS-10 Page 8

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	
Support Staff Salaries	16	
Purchased Services	40	26,078
Supplies and Materials	45	65,704
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	10,150
Grand Total		101,932

Agency Code:	5	8	1	0	1	0	0	2	0	0	0	0
Project #:												
(If pre-assigned)												
Contract #:												
Federal Employer ID #:												
(New non-municipal agencies only)												
Agency Name:	Greenport UFSD											

## FOR DEPARTMENT USE ONLY

Funding Dates:

/ / From To

Program

Approval:

Date:

Fiscal Year Amount Budgeted First Payment

## CHIEF ADMINISTRATOR'S CERTIFICATION

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise, (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

11/20/20

Date

Signature

MARLON SMALL, SUPERINTENDENT OF SCHOOLS

Name and Title of Chief Administrative Officer

Voucher #

First Payment

Finance:

Log

Approved

MIR

## BUDGET NARRATIVE

LEA: Greenport UFSD	FOR TITLE: Elementary and Secondary School Emergency Relief Fund (ESSER)
BEDSCODE: 581010020000	

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**\*\* MUST BE SUBMITTED WITH EACH BUDGET IN THE CONSOLIDATED APPLICATION**

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If using Transferability, please indicate on the Budget Narrative and FS-10 the amount of funds to be included under transferability in the budget categories where funds will be used. Example: In the Title IIA budget under Code 15 – Transferability - Title I Reading Teacher – FTE.35 - \$15,000.

<b>CODE/ BUDGET CATEGORY</b>	<b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b>
<b>Code 15</b> <i>Professional Salaries</i>	
<b>Code 16</b> <i>Support Staff Salaries</i>	
<b>Code 40</b> <i>Purchased Services</i>	<i>In order to promote safety, the district will split the dismissal time for the elementary and secondary students. Three additional runs are needed to help provide more space for students.</i>
<b>Code 45</b> <i>Supplies and Materials</i>	<i>District will purchase supplies to sanitize and clean the facilities in order to provide students with a safe learning environment. This includes face coverings, desk shields, cleaning supplies and machines to protect from covid 19. Thermometers and temperature machines will be purchased. Utility carts will be purchased to help deliver meals to the classroom. Chromebooks will be purchased to provide remote learning when the student is not in the classroom.</i>
<b>Code 46</b> <i>Travel Expenses</i>	

<b>CODE/ BUDGET CATEGORY</b>	<b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b>
<b>Code 80</b> <i>Employee Benefits</i>	
<b>Code 90</b> <i>Indirect Cost</i>	
<b>Code 49</b> <i>BOCES Services</i>	
<b>Code 30</b> <i>Minor Remodeling</i>	
<b>Code 20</b> <i>Equipment</i>	<i>The District will purchase 2 Emist Electrostatic Sprayers. These units will allow us to sanitize and deep clean classrooms and other spaces quickly.</i>