

= Required Field

Local Agency Information

Funding Source: ARP-ESSER LEA Base 90%

Report Prepared By: Scott Taylor

Agency Name: North Collins Central School District

Mailing Address: 2045 School Street P.O. Box 740
 Street

North Collins	NY	14111
City	State	Zip Code

Telephone # of Report Preparer: 716-337-0101 x1301

County: Erie

E-mail Address: Staylor@northcollinscsd.org

Project Funding Dates: 3/13/2020 9/30/2024
 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 SUPPORT STAFF			
Subtotal - Code 16			\$302,526
Specific Position Title	Full-time Equivalent	Annualized Rate of Pay	Project Salary
21-22 MicroComputer Tech Spec (20%)	1.00	\$52,562.00	\$52,562
21-22 LPN	1.00	\$26,956.00	\$26,956
21-22 CSEA member retention/support	1.00	\$30,000.00	\$30,000
22-23 MicroComputer Tech Spec (20%)	1.00	\$53,872.00	\$53,872
22-23 LPN	1.00	\$26,956.00	\$26,956
22-23 CSEA member retention/support	1.00	\$30,000.00	\$30,000
23-24 MicroComputer Tech Spec (20%)	1.00	\$55,224.00	\$55,224
23-24 LPN	1.00	\$26,956.00	\$26,956

PURCHASED SERVICES			
			Subtotal - Code 40
			\$120,000
Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
21-22 District Resource Officer	Village of North Collins	\$25/hr @ 8hr/day @ 200 days/school yr = \$40000	\$40,000
22-23 District Resource Officer	Village of North Collins	\$25/hr @ 8hr/day @ 200 days/school yr = \$40000	\$40,000
23-24 District Resource Officer	Village of North Collins	\$25/hr @ 8hr/day @ 200 days/school yr = \$40000	\$40,000

Employee Benefits		
Subtotal - Code 80		\$229,821
Benefit		Proposed Expenditure
Social Security		\$50,212
Retirement	New York State Teachers	\$18,158
	New York State Employees	\$43,591
	Other - Pension	
Health Insurance		\$113,510
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Health Reimbursement Account		\$4,350

BUDGET SUMMARY

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$353,847
Support Staff Salaries	16	\$302,526
Purchased Services	40	\$120,000
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	\$229,821
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$1,006,194

Agency Code: **142201040000**

Project #: **5880-21-0835**

Contract #: _____

Agency Name: **North Collins Central School District**

FOR DEPARTMENT USE ONLY

Funding Dates: _____ From _____ To _____

Program Approval: _____ Date: _____

<u>Fiscal Year</u>	<u>First Payment</u>	<u>Line #</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Voucher #	_____	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).

12/28/21 _____
Date Signature

Scott Taylor-Superintendent
Name and Title of Chief Administrative Officer

Finance: Logged _____

Approved _____

MIR _____

The University of the State of New York
THE STATE EDUCATION DEPARTMENT

Received
DEC 24 2021

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

Office of Accountability = Required Field

Local Agency Information

Funding Source: ARP-ESSER LEA Base 90%

Report Prepared By: Scott Taylor

Agency Name: North Collins Central School District

Mailing Address: 2045 School Street P.O. Box 740
Street

North Collins NY 14111
City State Zip Code

Telephone # of Report Preparer: 716-337-0101 x1301

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SALARIES FOR PROFESSIONAL STAFF			
Subtotal - Code 15			\$353,847
Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
21-22 Jr/Sr Science and Stem	1.00	\$44,866	\$44,866
21-22 School Psychologist (20%)	1.00	\$69,577	\$69,577
22-23 Jr/Sr Science and Stem	1.00	\$46,467	\$46,467
22-23 School Psychologist (20%)	1.00	\$71,462	\$71,462
23-24 Jr/Sr Science and Stem	1.00	\$48,068	\$48,068
23-24 School Psychologist (20%)	1.00	\$73,407	\$73,407

SALARIES FOR SUPPORT STAFF

Subtotal - Code 16			\$302,526
Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
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PURCHASED SERVICES			
Subtotal - Code 40			\$120,000
Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
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Benefit		Proposed Expenditure
Social Security		\$50,212
Retirement	New York State Teachers	\$18,158
	New York State Employees	\$43,591
	Other - Pension	
Health Insurance		\$113,510
Worker's Compensation		
Unemployment Insurance		
Other(Identify)		
Health Reimbursement Account		\$4,350

Finance: Logged _____

Approved _____

MIR _____

CF121
 ENTRY DATE 02/08/22
 PROJECT 5880210835
 SED CODE 142201040000
 NYC DOC #

GRANTS FINANCE
 PROJECT STATUS REPORT
 ARP ESSER 3
 NORTH COLLINS CSD

RUN DATE 02/08/22

BUDGET DETAIL INFORMATION

PROF SALARY	15	353,847.00	BEGIN DATE	03/13/20
NON PROF SALARY	16	302,526.00	END DATE	09/30/24
PURCH SERVICES	40	120,000.00	AMENDMENT #	
SUPP & MATERIAL	45	0.00	CONTRACT #	
TRAVEL EXPENSE	46	0.00	STOP DATE	
EMP BENEFITS	80	229,821.00	REFUND CHECK #	
INDIRECT COST	90	0.00	IND COST RATE	11.3
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
588021	1,006,194.00	100,619.00	905,575.00
588020	0.00	0.00	0.00
588019	0.00	0.00	0.00
	0.00	0.00	0.00
	0.00	0.00	0.00
TOTAL	1,006,194.00	100,619.00	905,575.00

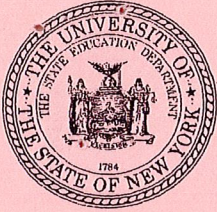
LOG AND CONTRACT DATES

BUDGET	RECEIVED	ENTERED	CONTRACT	APPROVED
INTERIM	02/02/22	02/07/22		
FINAL				

CASH DETAIL

ENTRY	DOC #	TRANS	ENC	RPT	LINE	AMOUNT	FUNDYR	MIR	PD DT	STAT
020822	562419F	INIT	000	02/22	01	100,619.00	588021	020222		ENT

THIS BUDGET 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

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.¹ 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)

Local agencies must retain records² 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/>).

¹ 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.

² 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.

BUDGET NARRATIVE

LEA: North Collins CSD	FOR TITLE: ARP-ESSER LEA Base 90% Allocation 5880-21-0835
BEDSCODE: 142201040000	

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

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.

CODE/ BUDGET CATEGORY	EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)
<i>Code 15 Professional Salaries</i>	<p><i>2021-2022 Retain one Jr-Sr. High School Science (STEM) Teacher (1.0FTE)</i> <i>2022-2023 Retain one Jr-Sr. High School Science (STEM) Teacher (1.0FTE)</i> <i>2023-2024 Retain one Jr-Sr. High School Science (STEM) Teacher (1.0FTE)</i></p> <p><i>2021-2022 Retain one District School Psychologist (1.0FTE)</i> <i>2022-2023 Retain one District School Psychologist (1.0FTE)</i> <i>2023-2024 Retain one District School Psychologist (1.0FTE)</i> <i>*(portion of the salary will be used for the 20% learning loss)</i> <i>Retaining the above staff enabled the district to safely return students to in-person instruction and the ability to continue to provide instructional/SEL programs at the k-12 grade levels.</i></p>
<i>Code 16 Support Staff Salaries</i>	<p><i>2021-2022 Hire a Microcomputer Tech Specialist (1.0FTE)</i> <i>2022-2023 Hire a Microcomputer Tech Specialist (1.0FTE)</i> <i>2023-2024 Hire a Microcomputer Tech Specialist (1.0FTE)</i> <i>-Funding to support instructional technology across the district and meeting the needs of families and students. *(portion of the salary will be used for the 20% learning loss)</i></p> <p><i>2021-2022 Hire a Licensed Practical Nurse (1.0FTE)</i> <i>2022-2023 Hire a Licensed Practical Nurse (1.0FTE)</i> <i>2023-2024 Hire a Licensed Practical Nurse (1.0FTE)</i> <i>-Funding of the LPN provides support across the district for the implementation of health and safety protocols (including Proximal and Surveillance testing programs)</i></p> <p><i>2021-2022 Allocation for additional wages for COVID Health and Safety Protocols</i> <i>2022-2023 Allocation for additional wages for COVID Health and Safety Protocols</i></p>

CODE/ BUDGET CATEGORY	EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)
	<i>-Funding will be used to support the additional and/or retention wages to meet the health and safety protocols from the CDC/NYSDOH and Erie County Department of Health. This funding will also be used to retain current members of CSEA and maintain the operation of and continuity of services in the school district.</i>
Code 40 <i>Purchased Services</i>	2021-2022 Hire a School Resource Officer (1.0FTE) 2022-2023 Hire a School Resource Officer (1.0FTE) 2023-2024 Hire a School Resource Officer (1.0FTE) <i>-Funding provides the District a resource necessary to address the needs of each school and the school community.</i>
Code 45 <i>Supplies and Materials</i>	
Code 46 <i>Travel Expenses</i>	

CODE/ BUDGET CATEGORY	EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)
Code 80 <i>Employee Benefits</i>	Benefits were allocated in proportion to the amount of salaries allocated in professional and non-professional salaries.
Code 90 <i>Indirect Cost</i>	
Code 49 <i>BOCES Services</i>	
Code 30 <i>Minor Remodeling</i>	
Code 20 <i>Equipment</i>	

mailed 5/17/23

The University of the State of New York
THE STATE EDUCATION DEPARTMENT

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

= Required Field

Agency Name:	North Collins Central School District	Erie
Mailing Address:	PO Box 740	County
	North Collins, NY 14111	

Agency Code:

Amendment #:

Project Number:

Contract #:

Contact Person:

Tel:

E-mail Address:


INSTRUCTIONS

- Submit the original and two copies directly to the same State Education Department office where budget was mailed. DO NOT submit this form to Grants Finance.
- This form need only be submitted for budget changes that require prior approval as follows:
 - 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.
- Amendment # at top of this page must be completed.
- If extra room is needed for explanations, expand the rows using the row breaks on the left.
- Do not use the FS-10-A for requesting a project extension.

CHIEF ADMINISTRATOR'S CERTIFICATION

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, & accurate, & the expenditures, disbursements, & cash receipts are for the purposes & objectives set forth in the terms & 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: 05-16-23

Signature: 

FOR DEPARTMENT USE ONLY

Program Approval: _____

Date: _____

Finance: Logged

Approved

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE		
15 - Professional Salaries	Add elementary day to day building sub. .3 FTE \$15,000, INCREASE HS teacher salary \$10,654, DECREASE psychologist	\$25,654	\$16,945		
16 - Support Staff Salaries	Increasing tech support, 23-24 \$557 increasing LPN, 23-24 \$8,607	\$9,164			
40 - Purchased Services	Reduce resource officer 21-22 -9,212.50 22-23 -4,780.25 23-24 -3,880.25		\$17,873		
45 - Supplies & Materials					
46 - Travel Expenses					
80 - Employee Benefits					
90 - Indirect Cost					
49 - Boces Services					
30 - Minor Remodeling					
20 - Equipment					
ENTER BUDGET >	Total Increase or Decrease:	(+)	\$ 34,818	(-)	\$ 34,818
	Net Increase or Decrease:	\$ 0			
	Previous Budget Total:	\$ 1,006,194			
	Proposed Amended Total:	\$ 1,006,194			

= Required Field

Received
MAR 30 2023
Office of Accountability

Agency Name:	North Collins Central School District	Erie
Mailing Address:	PO Box 740	County
	North Collins, NY 14111	

Agency Code:	142201040000	Amendment #:	001
Project Number:	5880-21-0835		
Contract #:			
Contact Person:	Tina Ellis	Tel:	716-337-0101
E-mail Address:	tellis@northcollinscsd.org		

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Date: 03-17-23 Signature: [Signature]

FOR DEPARTMENT USE ONLY

Program Approval:	<u>[Signature]</u>	Date:	<u>5/22/23</u>
Finance:	<u>5/25/23^{ca}</u>	<input checked="" type="checkbox"/>	<u>5/30/23</u>
	Logged		Approved

RECEIVED

MAY 24 2023

GRANTS FINANCE

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE				
15 - Professional Salaries	Add elementary day to day building sub. .3* FTE \$15,000, INCREASE HS teacher salary \$10,654, DECREASE psychologist <i>* salary \$50,000 NE</i>	\$25,654	\$16,945				
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