

<b>LEA:</b> Sherburne-Earlville Central School	<b>FOR TITLE:</b> ARP-ESSER 5% Level Reserve Addressing the Impact of Lost Instructional Time
<b>BEDSCODE:</b> 082001040000	

### BUDGET NARRATIVE

**\*\* 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.

<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>	Funding will be utilized to support a literacy coach and a mathematics coach for 22-24, as well as, expanded tutors and study table support for students. An At-Risk Coordinator position is proposed to provide assistance with student threat assessments and preventative services.
<b>Code 16</b> <i>Support Staff Salaries</i>	
<b>Code 40</b> <i>Purchased Services</i>	The District has a demonstrated need for new teachers and new administrators to access support from experienced or retired high performing individuals. Training in the science of reading through the LETRS program will be provided to 45 elementary and middle school special education teachers.
<b>Code 45</b> <i>Supplies and Materials</i>	The District's music department is popular with students. The District is dedicating funds to refresh/replace and add instruments to this k-12 program. Funds are also dedicated to flexible furniture/seating for students who are challenged by traditional desks and chairs or who would benefit from alternate choices. The District is dedicating funds to a mouse and keyboard for Promethean boards project to replace ceiling mounted projectors. Hardware for our digital arts program, as well as for teachers, is also included.
<b>Code 46</b> <i>Travel Expenses</i>	

<b><i>CODE/ BUDGET CATEGORY</i></b>	<b><i>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</i></b>
<b><i>Code 80</i></b> <i>Employee Benefits</i>	This is a portion of projected benefits for the positions listed in Code 15.
<b><i>Code 90</i></b> <i>Indirect Cost</i>	
<b><i>Code 49</i></b> <i>BOCES Services</i>	
<b><i>Code 30</i></b> <i>Minor Remodeling</i>	
<b><i>Code 20</i></b> <i>Equipment</i>	<i>A control panel for the auditorium to support our music and theater programs, as well as Promethean Boards for full-size classrooms are included in this code.</i>

**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: ARP-ESSER 5%-Level Reserve-Addressing the Impact of Lost Instructional Time

Report Prepared By:	Robert Berson		
Agency Name:	Sherburne-Earlville Central School		
Mailing Address:	15 School Street		
	Street		
	Sherburne	New York	13460
	City	State	Zip Code

Telephone #: 607-674-7343 County: Chenango

E-Mail Address: bersonr@seonline.org

Project Operation Dates: 03 / 13 / 2020 09 / 30 / 2024  
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.

**SALARIES FOR PROFESSIONAL STAFF: Code 15**

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
MS Reading Teacher			
2022-23	1.0	58,713	58,713
2023-24	1.0	61,028	61,028
Tutors/Study Table	4.0	40,040	160,160
At-Risk Coordinator	1.0	75,000	75,000
Subtotal - Code 15			354,901

**SALARIES FOR SUPPORT STAFF: Code 16**

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Subtotal - Code 16			



**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>
LETRS-Turnkey Trainer	Training 45 teachers in LETRS	45 x \$151 (contractual rate) x 4 days	27,180
Mentor/support for new teachers	Retired-high performing teachers	60 days x \$300 x 3 positions	54,000
Mentor/support for new admins	Retired-high performing admins	42 days x \$500 x 1 position	21,000
Subtotal - Code 40			102,180

**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>
k-12 musical instruments refresh		125,000	125,000
Promethean mouse & keyboard	141	35	4,935
Stand-up classroom desk	261	300	78,300
NeoRok classroom stool	356	120	42,720
Subtotal - Code 45			250,955

**TRAVEL EXPENSES: Code 46**

Include pupil transportation, conference costs and travel of staff between instructional sites. Specify agency approved mileage rate for travel by personal car or school-owned vehicle.

Position of Traveler	Destination and Purpose	Calculation of Cost	Proposed Expenditures
Subtotal - Code 46			

### **EMPLOYEE BENEFITS: Code 80**

Rates used for project personnel must be the same as those used for other agency personnel.

Benefit		Proposed Expenditure
Social Security		
Retirement	New York State Teachers	
	New York State Employees	
	Other	
Health Insurance		54,112
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		54,112

**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.

<b>Description of Work To be Performed</b>	<b>Calculation of Cost</b>	<b>Proposed Expenditure</b>
Elementary classroom carpet removal (1997 vintage), replace with VCT.	Architectural project scope projection	160,000
MS/HS Auditorium stage lighting to LED	Architectural project scope projection	75,000
MS/HS Auditorium control booth renovation	Architectural project scope projection	155,000
Subtotal – Code 30		390,000

**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
Promethean Board-75"	124	5,000	620,000
Promethean Board-65"	17	2,000	34,000
27" iMac-HS digital arts	17	2,000	34,000
16" MacBook Pro, 16GB,512GB SSD	195	2,499	487,305
Subtotal – Code 20			1,175,305



### HELPFUL REMINDERS

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- ❖ An approved copy of the FS-10 will be returned to the contact person at the address completed on page 1. A window envelope will be used for the return mailing; please make sure that the contact information is accurate, legible, and confined to the address field.
- ❖ Be sure to check your math and carry all subtotals forward to the Summary on Page 8. Simple mathematical errors often require Grants Finance to contact both the local agency and other State Education Department offices, resulting in unnecessary delays in program approval. And remember, use whole dollars only.
- ❖ School districts and BOCES should use the restricted indirect cost rate that has been approved for the school year in which the grant will operate. Most other agencies are subject to a fixed maximum rate depending on the grant program and type of agency. Contact Grants Finance at (518) 474-4815 if you have any questions regarding indirect costs.
- ❖ The modified direct cost used in the calculation of indirect cost must exclude equipment, minor remodeling, the portion of each subcontract exceeding \$25,000 and any flow through funds.
- ❖ Be sure to complete the Agency Code on Page 8 as well as the Project #, if pre-assigned.
- ❖ For Special Legislative projects and Grant Contracts, please enter the Contract #.
- ❖ For ease of data entry at the State Education Department, please make sure that Page 8 faces out.
- ❖ Submit forms to the State Education Department as follows:

Application, FS-10, FS-10-A – Program Office

FS-25, FS-10-F for **Special Legislative Projects** –  
Special Legislative Projects Coordinating Team  
New York State Education Department  
Room 132 Education Building  
Albany, New York 12234

FS-25, FS-10-F for other projects –  
Grants Finance  
New York State Education Department  
Room 510W Education Building  
Albany, New York 12234

# BUDGET SUMMARY

FS-10 Page 8

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	354,901
Support Staff Salaries	16	
Purchased Services	40	102,180
Supplies and Materials	45	250,955
Travel Expenses	46	
Employee Benefits	80	54,112
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	390,000
Equipment	20	1,175,305
Grand Total		2,327,453

## 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 / 22 / 21

Date

  
Signature

Robert Berson, Superintendent

Name and Title of Chief Administrative Officer

Agency Code:

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Project #:  
(If pre-assigned)

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Contract #:

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Federal Employer ID #:  
(New non-municipal agencies only)

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Agency Name: Sherburne-Earlville Central School District

## FOR DEPARTMENT USE ONLY

Funding Dates: \_\_\_\_/\_\_\_\_/\_\_\_\_ From \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

Program Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Fiscal Year	Amount Budgeted	First Payment
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Voucher #

First Payment

Finance:

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Log

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Approved

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MIR

## BUDGET NARRATIVE

<b>LEA: Sherburne – Earlville CSD</b>	<b>FOR TITLE: ARP-ESSER 1% State-Level Reserve-Comprehensive After School</b>
<b>BEDSCODE: 082001040000</b>	

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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>	367,517 The District will continue to closely monitor participation in comprehensive afterschool programs. Our goal is to expand programming and increase participation in established programs by at least 15 percent. Information and details about opportunities will be made available through our messaging systems (Seesaw and Remind). We will utilize our social media accounts and website to promote these activities.
<b>Code 16</b> <i>Support Staff Salaries</i>	
<b>Code 40</b> <i>Purchased Services</i>	
<b>Code 45</b> <i>Supplies and Materials</i>	
<b>Code 46</b> <i>Travel Expenses</i>	



<b><i>CODE/ BUDGET CATEGORY</i></b>	<b><i>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</i></b>
<b><i>Code 80</i></b> <i>Employee Benefits</i>	97,928 <i>Benefits for proposed staff participating in associated after school activities</i>
<b><i>Code 90</i></b> <i>Indirect Cost</i>	
<b><i>Code 49</i></b> <i>BOCES Services</i>	
<b><i>Code 30</i></b> <i>Minor Remodeling</i>	
<b><i>Code 20</i></b> <i>Equipment</i>	

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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: ARP-ESSER 1% State-Level Reserve-Comprehensive After School

Report Prepared By:	Robert Berson		
Agency Name:	Sherburne-Earlville Central School		
Mailing Address:	15 School Street		
	Street		
	Sherburne	New York	13460
	City	State	Zip Code

Telephone #: 607-674-7343 County: Chenango

E-Mail Address: bersonr@seonline.org

Project Operation Dates: 03 / 13 / 2020 09 / 30 / 2024  
Start End

**INSTRUCTIONS**

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- ❖ 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.
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**SALARIES FOR PROFESSIONAL STAFF: Code 15**

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
Study Table			
2022-23	4.0	53/hr	37,736
2023-24	4.0	54/hr	38,448
Tutors			
2022-23	4.0	53/hr	37,736
2023-24	4.0	54/hr	38,448
Math After School			
2022-23	4.0	53/hr	37,736
2023-24	4.0	54/hr	38,448
Reading After School			
2022-23	4.0	53/hr	37,736
2023-24	4.0	54/hr	38,448
Odyssey of the Mind			
2022-23	10 Teams	1,626	16,260
2023-24	10 Teams	1,691	16,691
Odyssey of the Mind-Coord			
2022-23	1.0	2,417	2,417
2023-24	1.0	2,514	2,514
Newspaper (ES,MS,HS)			
2022-23	3.0	1,626	4,878
2023-24	3.0	1,691	5,073
Math Club (ES,MS,HS)			
2022-23	3.0	1,226	3,678
2023-24	3.0	1,275	3,825
Writing Club (ES,MS,HS)			
2022-23	3.0	1,226	3,678
2023-24	3.0	1,275	3,825
Subtotal - Code 15			367,517

**SALARIES FOR SUPPORT STAFF: Code 16**

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Subtotal - Code 16			

**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
Subtotal - Code 45			

**TRAVEL EXPENSES: Code 46**

Include pupil transportation, conference costs and travel of staff between instructional sites. Specify agency approved mileage rate for travel by personal car or school-owned vehicle.

Position of Traveler	Destination and Purpose	Calculation of Cost	Proposed Expenditures
Subtotal - Code 46			

**EMPLOYEE BENEFITS: Code 80**

Rates used for project personnel must be the same as those used for other agency personnel.

Benefit		Proposed Expenditure
Social Security		28,119
Retirement	New York State Teachers	37,823
	New York State Employees	
	Other	
Health Insurance		31,986
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		97,928

**INDIRECT COST:**  
**Code 90**

A. Modified Direct Cost Base – Sum of all preceding subtotals (codes 15, 16, 40, 45, 46, and 80 and excludes the portion of each subcontract exceeding \$25,000 and any flow through funds)	\$	(A)
B. Approved Restricted Indirect Cost Rate		%
C. (A) x (B) = Total Indirect Cost	Subtotal – Code 90	\$ (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		

**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
Subtotal – Code 20			



### HELPFUL REMINDERS

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- ❖ The modified direct cost used in the calculation of indirect cost must exclude equipment, minor remodeling, the portion of each subcontract exceeding \$25,000 and any flow through funds.
- ❖ Be sure to complete the Agency Code on Page 8 as well as the Project #, if pre-assigned.
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FS-25, FS-10-F for **Special Legislative Projects** –  
Special Legislative Projects Coordinating Team  
New York State Education Department  
Room 132 Education Building  
Albany, New York 12234

FS-25, FS-10-F for other projects –  
Grants Finance  
New York State Education Department  
Room 510W Education Building  
Albany, New York 12234

# BUDGET SUMMARY

FS-10 Page 8

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	367,575
Support Staff Salaries	16	
Purchased Services	40	
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	97,928
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		465,503

Agency Code:

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Project #:  
(If pre-assigned)

5	8	8	3	2	1	0	4	7	0
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Contract #:

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Federal Employer ID #:  
(New non-municipal agencies only)

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Agency Name: Sherburne-Earlville Central School District

## 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).

03 / 25 / 22  
Date

  
Signature

Robert Berson, Superintendent  
Name and Title of Chief Administrative Officer

Fiscal Year	Amount Budgeted	First Payment
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Voucher #

First Payment

Finance:

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Log

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Approved

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MIR

**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: ARP-ESSER 1% State-Level Reserve-Summer Learning and Enrichment

Report Prepared By: Robert Berson

Agency Name: Sherburne-Earlville Central School

Mailing Address: 15 School Street

Street		
<u>Sherburne</u>	<u>New York</u>	<u>13460</u>
City	State	Zip Code

Telephone #: 607-674-7343 County: Chenango

E-Mail Address: bersonr@seonline.org

Project Operation Dates: 03 / 13 / 2020 09 / 30 / 2024  
Start End

**INSTRUCTIONS**

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- ❖ 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.



**SALARIES FOR PROFESSIONAL STAFF: Code 15**

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Elementary Summer School			
22-23	14 @ 3,343 Contractual	46,802	46,802
23-24	14 @ 3,377 Contractual	47,278	47,278
MS/HS Summer School			
22-23	14 @ 1,929 Contractual	27,006	27,006
23-24	14 @ 2,006 Contractual	28,084	28,084
Special Education			
22-23	8 @ 6,945 Contractual	55,560	55,560
23-24	8 @ 7,223 Contractual	57,784	57,784
STEAM Education			
22-23	4 @ 3,343 Contractual	13,372	13,372
23-24	4 @ 3,377 Contractual	13,508	13,508
Subtotal - Code 15			289,394

**SALARIES FOR SUPPORT STAFF: Code 16**

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Special Education Summer Aide			
22-23	8 @ 3,150 Contractual	25,200	25,200
23-24	8 @ 3,822 Contractual	30,576	30,576
Elementary Summer School Aide			
22-23	8 @ 2,040 Contractual	16,320	16,320
23-24	8 @ 2,122 Contractual	16,976	16,976
Summer School Nurse			
22-23	1 @ 4,050 Contractual	4,050	4,050
23-24	1 @ 4,212 Contractual	4,212	4,212
Subtotal - Code 16			97,334

**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
Subtotal - Code 45			

**TRAVEL EXPENSES: Code 46**

Include pupil transportation, conference costs and travel of staff between instructional sites. Specify agency approved mileage rate for travel by personal car or school-owned vehicle.

**EMPLOYEE BENEFITS: Code 80**

Benefit		Proposed Expenditure
Social Security		29,585
Retirement	New York State Teachers	29,779
	New York State Employees	11,291
	Other	
Health Insurance		8,120
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		78,775

**INDIRECT COST: Code 90**

**FS-10 Page 5**

A. Modified Direct Cost Base – Sum of all preceding subtotals (codes 15, 16, 40, 45, 46, and 80 and excludes the portion of each subcontract exceeding \$25,000 and any flow through funds)	\$	(A)
B. Approved Restricted Indirect Cost Rate		(B)
C. (A) x (B) = Total Indirect Cost                      Subtotal – Code 90	\$	(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		

**EQUIPMENT: Code 20**



## FS-10 Page 6

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
Subtotal – Code 20			

### HELPFUL REMINDERS

- ❖ Check for the required number of copies to be submitted, including the number of original signature copies. The number of copies may vary from program to program. If unsure, contact the State Education Department office responsible for the program for which you are applying.
- ❖ An approved copy of the FS-10 will be returned to the contact person at the address completed on page 1. A window envelope will be used for the return mailing; please make sure that the contact information is accurate, legible, and confined to the address field.
- ❖ Be sure to check your math and carry all subtotals forward to the Summary on Page 8. Simple mathematical errors often require Grants Finance to contact both the local agency and other State Education Department offices, resulting in unnecessary delays in program approval. And remember, use whole dollars only.
- ❖ School districts and BOCES should use the restricted indirect cost rate that has been approved for the school year in which the grant will operate. Most other agencies are subject to a fixed maximum rate depending on the grant program and type of agency. Contact Grants Finance at (518) 474-4815 if you have any questions regarding indirect costs.
- ❖ The modified direct cost used in the calculation of indirect cost must exclude equipment, minor remodeling, the portion of each subcontract exceeding \$25,000 and any flow through funds.
- ❖ Be sure to complete the Agency Code on Page 8 as well as the Project #, if pre-assigned.
- ❖ For Special Legislative projects and Grant Contracts, please enter the Contract #.
- ❖ For ease of data entry at the State Education Department, please make sure that Page 8 faces out.
- ❖ Submit forms to the State Education Department as follows:

Application, FS-10, FS-10-A – Program Office

FS-25, FS-10-F for **Special Legislative Projects** –  
Special Legislative Projects Coordinating Team  
New York State Education Department  
Room 132 Education Building  
Albany, New York 12234

FS-25, FS-10-F for other projects –  
Grants Finance  
New York State Education Department  
Room 510W Education Building  
Albany, New York 12234

# BUDGET SUMMARY

FS-10 Page 8

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	289,394
Support Staff Salaries	16	97,334
Purchased Services	40	
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	78,775
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		465,503

## 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 / 22 / 21

Date



Signature

Robert Berson, Superintendent

Name and Title of Chief Administrative Officer

Agency Code:

0 8 2 0 0 1

0 4

0 0 0 0

Project #:  
(If pre-assigned)

5 8 8 2

2 1

0 4 7 0

Contract #:

Federal Employer ID #:  
(New non-municipal agencies only)

Agency Name: Sherburne-Earlville Central School District

## FOR DEPARTMENT USE ONLY

Funding Dates: / / From / / To

Program Approval: Date:

Fiscal Year

Amount Budgeted

First Payment


Voucher #

First Payment

Finance:

Log

Approved

MIR

## BUDGET NARRATIVE

<b>LEA: Sherburne – Earlville CSD</b>	<b>FOR TITLE: ARP-ESSER 1% State-Level Reserve-Summer Learning and Enrichment</b>
<b>BEDSCODE: 082001040000</b>	

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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>	289,394 <i>These are salaries associated with instructional staff that will be required for special education students and elementary students participating in a full summer school program at our district.</i>
<b>Code 16</b> <i>Support Staff Salaries</i>	97,334 <i>These are salaries associated with support staff that will be required for special education students and elementary students participating in a full summer school program at our district.</i>
<b>Code 40</b> <i>Purchased Services</i>	
<b>Code 45</b> <i>Supplies and Materials</i>	
<b>Code 46</b> <i>Travel Expenses</i>	

<b><i>CODE/ BUDGET CATEGORY</i></b>	<b><i>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</i></b>
<b><i>Code 80</i></b> <i>Employee Benefits</i>	78,775 <i>Benefits for proposed staff participating in associated summer school activities</i>
<b><i>Code 90</i></b> <i>Indirect Cost</i>	
<b><i>Code 49</i></b> <i>BOCES Services</i>	
<b><i>Code 30</i></b> <i>Minor Remodeling</i>	
<b><i>Code 20</i></b> <i>Equipment</i>	

## BUDGET NARRATIVE

<b>LEA: Sherburne-Earlville Central School District</b>	<b>FOR TITLE: ARP ESSER</b>
<b>BEDSCODE: 082001040000</b>	

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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>	1,930,248 <i>Sherburne-Earlville is a low-wealth, rural school district with a higher than state average population of students with disabilities. These funds will be dedicated to meeting the needs of our low-income students and student with disabilities. The District will expand our mental health services and supports, as well as, developing and staffing summer, afterschool and school day programs to address learning loss to meet the academic needs of our students.</i>
<b>Code 16</b> <i>Support Staff Salaries</i>	
<b>Code 40</b> <i>Purchased Services</i>	3,665 <i>Set-up and installation of training room</i>
<b>Code 45</b> <i>Supplies and Materials</i>	249,375 <i>The District is completing year two of a k-12, 1 to 1 device program. These funds will be used to support the replacement of student damaged 1 to 1 devices including iPads, Chromebooks, and laptops between March 13, 2020 and September 30, 2024. The District has dedicated funds to equip a room to be used for staff training. In addition, funds have been allocated for the high school's graphing calculators and associated teacher materials.</i>
<b>Code 46</b> <i>Travel Expenses</i>	

<b><i>CODE/ BUDGET CATEGORY</i></b>	<b><i>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</i></b>
<b><i>Code 80</i></b> <i>Employee Benefits</i>	
<b><i>Code 90</i></b> <i>Indirect Cost</i>	
<b><i>Code 49</i></b> <i>BOCES Services</i>	
<b><i>Code 30</i></b> <i>Minor Remodeling</i>	
<b><i>Code 20</i></b> <i>Equipment</i>	



**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: ARP-ESSER

Report Prepared By: Robert Berson

Agency Name: Sherburne-Earlville Central School

Mailing Address: 15 School St.

Street		
<u>Sherburne</u>	<u>New York</u>	<u>13460</u>
City	State	Zip Code

Telephone #: 607-674-7330

County: Chenango

E-Mail Address: bersonr@seonline.org

Project Operation Dates: 03 / 13 / 20 09 / 30 / 24  
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.

**SALARIES FOR PROFESSIONAL STAFF: Code 15**

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
ES Counselor-KI 21-22	1.00	60,495	60,495
ES Counselor-CC 21-22	1.00	57,206	57,206
MS Counselor-JF 21-22	1.00	80,856	80,856
MS Counselor-SS 21-22	1.00	81,937	81,937
HS Counselor-EP 21-22	1.00	63,297	63,297
HS Counselor-CP 21-22	1.00	87,857	87,857
ES Soc. Worker-WM 21-22	1.00	65,188	65,188
MS Soc. Worker-KH 21-22	1.00	62,259	62,259
HS Soc. Worker-RM 21-22	1.00	58,204	58,204
ES Counselor-KI 22-23	1.00	62,343	62,343
ES Counselor-CC 22-23	1.00	60,495	60,495
MS Counselor-JF 22-23	1.00	83,720	83,720
MS Counselor-SS 22-23	1.00	84,497	84,497
HS Counselor-EP 22-23	1.00	65,212	65,212
HS Counselor-CP 22-23	1.00	90,594	90,594
ES Soc. Worker-WM 21-22	1.00	67,470	67,470
MS Soc. Worker-KH 22-23	1.00	64,139	64,139
HS Soc. Worker-RM 22-23	1.00	60,010	60,010
COVID Coordinator/Dir Special Programs			
21-22	1.00	103,884	103,884
22-23	1.00	107,520	107,520
Dir of Curriculum Instruction and Assessment			
21-22	1.00	113,166	113,166
22-23	1.00	117,127	117,127
District Registered Nurse			
21-22	1.00	62,938	62,938
22-23	1.00	65,159	65,159
Elementary Summer School	14 @ 3,343 Contractual	46,802	46,802
MS/HS Summer School	12 @ 1,929 Contractual	23,148	23,148
Special Education	5 @ 6,945 Contractual	34,725	34,725
Subtotal - Code 15			1,930,248

**SALARIES FOR SUPPORT STAFF: Code 16**

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Subtotal - Code 16			

**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
Set-up, installation of training room	Hummels Office Systems	3,665	3,665
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.

<b>Description of Item</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Proposed Expenditure</b>
Establish a training room for staff:			
Tables w/wire mgmnt	18	943	16,974
Nesting chair w/casters	36	289	10,404
Armless chairs	24	100	2,400
Lectern	1	492	492
Chair storage dolly	1	275	275
Replacement of student damaged 1 to 1 devices including iPads, Chromebooks, and laptops between March 13, 2020 and September 30, 2024.			
Apple iPads, k-2	75	330	24,750
Dell Chromebooks, 3-8	250	340	85,000
Dell Laptops, 9-12	100	650	65,000
Spare power supplies and adapters for iPads, Chromebooks and laptops	200	50	10,000
Texas Instruments TI-Nspire CX II CAS calculator w/Python software	150	140	21,000
TI-Nspire CX Navigator	6	2,180	13,080
Subtotal - Code 45			249,375

Position of Traveler	Destination and Purpose	Calculation of Cost	Proposed Expenditures
Subtotal - Code 46			

Benefit		Proposed Expenditure
Social Security		
Retirement	New York State Teachers	
	New York State Employees	
	Other	
Health Insurance		
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		

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

	%	(B)
--	---	-----

\$ (C)

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

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

**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
		Subtotal – Code 20	

### HELPFUL REMINDERS

- ❖ Check for the required number of copies to be submitted, including the number of original signature copies. The number of copies may vary from program to program. If unsure, contact the State Education Department office responsible for the program for which you are applying.
- ❖ An approved copy of the FS-10 will be returned to the contact person at the address completed on page 1. A window envelope will be used for the return mailing; please make sure that the contact information is accurate, legible, and confined to the address field.
- ❖ Be sure to check your math and carry all subtotals forward to the Summary on Page 8. Simple mathematical errors often require Grants Finance to contact both the local agency and other State Education Department offices, resulting in unnecessary delays in program approval. And remember, use whole dollars only.
- ❖ School districts and BOCES should use the restricted indirect cost rate that has been approved for the school year in which the grant will operate. Most other agencies are subject to a fixed maximum rate depending on the grant program and type of agency. Contact Grants Finance at (518) 474-4815 if you have any questions regarding indirect costs.
- ❖ The modified direct cost used in the calculation of indirect cost must exclude equipment, minor remodeling, the portion of each subcontract exceeding \$25,000 and any flow through funds.
- ❖ Be sure to complete the Agency Code on Page 8 as well as the Project #, if pre-assigned.
- ❖ For Special Legislative projects and Grant Contracts, please enter the Contract #.
- ❖ For ease of data entry at the State Education Department, please make sure that Page 8 faces out.
- ❖ Submit forms to the State Education Department as follows:

Application, FS-10, FS-10-A – Program Office

FS-25, FS-10-F for **Special Legislative Projects** –  
Special Legislative Projects Coordinating Team  
New York State Education Department  
Room 132 Education Building  
Albany, New York 12234

FS-25, FS-10-F for other projects –  
Grants Finance  
New York State Education Department  
Room 510W Education Building  
Albany, New York 12234



# BUDGET SUMMARY

FS-10 Page 8

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	1,930,248
Support Staff Salaries	16	
Purchased Services	40	3,665
Supplies and Materials	45	249,375
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		2,183,288

## 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).

08 / 12 / 2021  
Date

Signature

Robert Berson, Superintendent

Name and Title of Chief Administrative Officer

Agency  
Code:

0 8 2 0 0 1 0 4 0 0 0 0

Project #:  
(If pre-assigned)

5 8 8 0 2 1 0 4 7 0

Contract #:

Federal Employer ID #:  
(New non-municipal agencies only)

Agency Name: Sherburne-Earlville Central School

## FOR DEPARTMENT USE ONLY

Funding Dates: / / From / / To

Program Approval: Date:

Fiscal Year Amount Budgeted First Payment

Voucher #

First Payment

Finance:

Log

Approved

MIR

## BUDGET NARRATIVE

<b>LEA:</b>	<b>FOR TITLE:</b>
<b>BEDSCODE:</b>	

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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.

<i><b>CODE/ BUDGET CATEGORY</b></i>	<i><b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b></i>
<i><b>Code 15</b> Professional Salaries</i>	
<i><b>Code 16</b> Support Staff Salaries</i>	
<i><b>Code 40</b> Purchased Services</i>	
<i><b>Code 45</b> Supplies and Materials</i>	
<i><b>Code 46</b> Travel Expenses</i>	

<b><i>CODE/ BUDGET CATEGORY</i></b>	<b><i>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</i></b>
<b><i>Code 80</i></b> <i>Employee Benefits</i>	
<b><i>Code 90</i></b> <i>Indirect Cost</i>	
<b><i>Code 49</i></b> <i>BOCES Services</i>	
<b><i>Code 30</i></b> <i>Minor Remodeling</i>	
<b><i>Code 20</i></b> <i>Equipment</i>	

**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:	<u>Elementary and Secondary School Emergency Relief Funds</u>		
Report Prepared By:	<u>Robert Berson</u>		
Agency Name:	<u>Sherburne-Earlville Central School</u>		
Mailing Address:	<u>15 School St.</u>		
	<u>Street</u>		
	<u>Sherburne</u>	<u>New York</u>	<u>13460</u>
	<u>City</u>	<u>State</u>	<u>Zip Code</u>
Telephone #:	<u>607-674-7330</u>	County:	<u>Chenango</u>
E-Mail Address:	<u>bersonr@seonline.org</u>		
Project Operation Dates:	<u>07</u> / <u>01</u> / <u>20</u>	<u>06</u> / <u>30</u> / <u>21</u>	
	<u>Start</u>	<u>End</u>	

**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.

**SALARIES FOR PROFESSIONAL STAFF: Code 15**

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
Social Worker	1.0	60,378	60,378
Social Worker	1.0	56,059	56,059
Social Worker	1.0	56,453	56,453
Social Worker	1.0	63,190	63,190
Subtotal - Code 15			236,080

**SALARIES FOR SUPPORT STAFF: Code 16**

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
Subtotal - Code 16			

**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>
Response to Intervention (RTI) support for resident students attending a private school	Hamilton Central School District	4 students @ 706.50	2,826
Subtotal - Code 40			2,826

**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>
Subtotal - Code 45			



**TRAVEL EXPENSES: Code 46**

Include pupil transportation, conference costs and travel of staff between instructional sites. Specify agency approved mileage rate for travel by personal car or school-owned vehicle.

Position of Traveler	Destination and Purpose	Calculation of Cost	Proposed Expenditures
Subtotal - Code 46			

**EMPLOYEE BENEFITS: Code 80**

Rates used for project personnel must be the same as those used for other agency personnel.

Benefit		Proposed Expenditure
Social Security		
Retirement	New York State Teachers	
	New York State Employees	
	Other	
Health Insurance		16,931
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		16,931

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

- | % | (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		

**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
		Subtotal – Code 20	

### HELPFUL REMINDERS

- ❖ Check for the required number of copies to be submitted, including the number of original signature copies. The number of copies may vary from program to program. If unsure, contact the State Education Department office responsible for the program for which you are applying.
- ❖ An approved copy of the FS-10 will be returned to the contact person at the address completed on page 1. A window envelope will be used for the return mailing; please make sure that the contact information is accurate, legible, and confined to the address field.
- ❖ Be sure to check your math and carry all subtotals forward to the Summary on Page 8. Simple mathematical errors often require Grants Finance to contact both the local agency and other State Education Department offices, resulting in unnecessary delays in program approval. And remember, use whole dollars only.
- ❖ School districts and BOCES should use the restricted indirect cost rate that has been approved for the school year in which the grant will operate. Most other agencies are subject to a fixed maximum rate depending on the grant program and type of agency. Contact Grants Finance at (518) 474-4815 if you have any questions regarding indirect costs.
- ❖ The modified direct cost used in the calculation of indirect cost must exclude equipment, minor remodeling, the portion of each subcontract exceeding \$25,000 and any flow through funds.
- ❖ Be sure to complete the Agency Code on Page 8 as well as the Project #, if pre-assigned.
- ❖ For Special Legislative projects and Grant Contracts, please enter the Contract #.
- ❖ For ease of data entry at the State Education Department, please make sure that Page 8 faces out.
- ❖ Submit forms to the State Education Department as follows:

Application, FS-10, FS-10-A – Program Office

FS-25, FS-10-F for **Special Legislative Projects** –  
Special Legislative Projects Coordinating Team  
New York State Education Department  
Room 132 Education Building  
Albany, New York 12234

FS-25, FS-10-F for other projects –  
Grants Finance  
New York State Education Department  
Room 510W Education Building  
Albany, New York 12234

# BUDGET SUMMARY

FS-10 Page 8

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	236,080
Support Staff Salaries	16	
Purchased Services	40	2,826
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	16,931
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		255,837

## 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).

08/14/2020  
Date

  
Signature

Robert Berson, Superintendent  
Name and Title of Chief Administrative Officer

Agency Code:	0	8	2	0	0	1	0	4	0	0	0	0
Project #: (If pre-assigned)	5	8	9	0	2	1	0	4	7	0		
Contract #:												
Federal Employer ID #: (New non-municipal agencies only)												
Agency Name:	Sherburne-Earlville Central School											

## FOR DEPARTMENT USE ONLY

Funding Dates: \_\_\_\_/\_\_\_\_/\_\_\_\_ From \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Program Approval: \_\_\_\_\_ Date: \_\_\_\_\_

<u>Fiscal Year</u>	<u>Amount Budgeted</u>	<u>First Payment</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Voucher #

First Payment

Finance:

Log

Approved

MIR



**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 2 (ESSER 2) Fund

Report Prepared By: Robert Berson

Agency Name: Sherburne-Earlville Central School

Mailing Address: 15 School St.

Street

Sherburne

New York

13460

City

State

Zip Code

Telephone #: 607-674-7330

County: Chenango

E-Mail Address: bersonr@seonline.org

Project Operation Dates: 03 / 13 / 20  
Start

09 / 30 / 23  
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.



**SALARIES FOR PROFESSIONAL STAFF: Code 15**

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
ES Counselor-KI 21-22	1.00	60,495	60,495
ES Counselor-CC 21-22	1.00	57,206	57,206
MS Counselor-JF 21-22	1.00	80,856	80,856
MS Counselor-SS 21-22	1.00	81,937	81,937
HS Counselor-EP 21-22	1.00	63,297	63,297
HS Counselor-CP 21-22	1.00	87,857	87,857
ES Soc. Worker-WM 21-22	1.00	65,188	65,188
MS Soc. Worker-KH 21-22	1.00	62,259	62,259
HS Soc. Worker-RM 21-22	1.00	58,204	58,204
ES Counselor-KI 22-23	1.00	62,343	62,343
ES Counselor-CC 22-23	1.00	60,495	60,495
MS Counselor-JF 22-23	1.00	83,720	83,720
MS Counselor-SS 22-23	1.00	84,497	84,497
HS Counselor-EP 22-23	1.00	65,212	65,212
HS Counselor-CP 22-23	1.00	90,594	90,594
MS Soc. Worker-KH 22-23	1.00	64,139	64,139
HS Soc. Worker-RM 22-23	0.77	60,010	46,353
Subtotal - Code 15			1,174,652

**SALARIES FOR SUPPORT STAFF: Code 16**

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Subtotal - Code 16			

**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
Apple iPads, k-2	45	330.00	14,850
Dell Chromebooks, 3-8	125	340.00	42,500
Dell Laptops, 9-12	60	650.00	39,000
Spare power supplies and adapters for iPads, Chromebooks and laptops	100	51.82	5,182
Subtotal - Code 45			101,532

**TRAVEL EXPENSES: Code 46**

Include pupil transportation, conference costs and travel of staff between instructional sites. Specify agency approved mileage rate for travel by personal car or school-owned vehicle.

Position of Traveler	Destination and Purpose	Calculation of Cost	Proposed Expenditures
Subtotal - Code 46			

## **EMPLOYEE BENEFITS: Code 80**

Rates used for project personnel must be the same as those used for other agency personnel.

Benefit		Proposed Expenditure
Social Security		
Retirement	New York State Teachers	
	New York State Employees	
	Other	
Health Insurance		
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		

**INDIRECT COST: Code 90**

- |                                                                                                                                                                                             |                    |        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------|
| A. Modified Direct Cost Base – Sum of all preceding subtotals (codes 15, 16, 40, 45, 46, and 80 and excludes the portion of each subcontract exceeding \$25,000 and any flow through funds) | \$                 | (A)    |
| B. Approved Restricted Indirect Cost Rate                                                                                                                                                   | %                  | (B)    |
| C. (A) x (B) = Total Indirect Cost                                                                                                                                                          | Subtotal – Code 90 | \$ (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		





**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
Subtotal – Code 20			

### HELPFUL REMINDERS

- ❖ Check for the required number of copies to be submitted, including the number of original signature copies. The number of copies may vary from program to program. If unsure, contact the State Education Department office responsible for the program for which you are applying.
- ❖ An approved copy of the FS-10 will be returned to the contact person at the address completed on page 1. A window envelope will be used for the return mailing; please make sure that the contact information is accurate, legible, and confined to the address field.
- ❖ Be sure to check your math and carry all subtotals forward to the Summary on Page 8. Simple mathematical errors often require Grants Finance to contact both the local agency and other State Education Department offices, resulting in unnecessary delays in program approval. And remember, use whole dollars only.
- ❖ School districts and BOCES should use the restricted indirect cost rate that has been approved for the school year in which the grant will operate. Most other agencies are subject to a fixed maximum rate depending on the grant program and type of agency. Contact Grants Finance at (518) 474-4815 if you have any questions regarding indirect costs.
- ❖ The modified direct cost used in the calculation of indirect cost must exclude equipment, minor remodeling, the portion of each subcontract exceeding \$25,000 and any flow through funds.
- ❖ Be sure to complete the Agency Code on Page 8 as well as the Project #, if pre-assigned.
- ❖ For Special Legislative projects and Grant Contracts, please enter the Contract #.
- ❖ For ease of data entry at the State Education Department, please make sure that Page 8 faces out.
- ❖ Submit forms to the State Education Department as follows:

Application, FS-10, FS-10-A – Program Office

FS-25, FS-10-F for **Special Legislative Projects** –

Special Legislative Projects Coordinating Team  
New York State Education Department  
Room 132 Education Building  
Albany, New York 12234

FS-25, FS-10-F for other projects –

Grants Finance  
New York State Education Department  
Room 510W Education Building  
Albany, New York 12234

# BUDGET SUMMARY

FS-10 Page 8

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	1,174,652
Support Staff Salaries	16	
Purchased Services	40	
Supplies and Materials	45	101,532
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		1,276,184

## 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).

08 / 12 / 2021

Date

Signature

Robert Berson, Superintendent

Name and Title of Chief Administrative Officer

Agency Code:

0	8	2	0	0	1	0	4	0	0	0	0
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Project #:  
(If pre-assigned)

5	8	9	1	2	1	0	4	7	0
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Contract #:

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Federal Employer ID #:  
(New non-municipal agencies only)

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Agency Name: Sherburne-Earlville Central School

## FOR DEPARTMENT USE ONLY

Funding Dates: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ From \_\_\_\_ / \_\_\_\_ / \_\_\_\_ To

Program Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Fiscal Year	Amount Budgeted	First Payment
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Voucher #

First Payment

Finance:

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Log

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Approved

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MIR

## BUDGET NARRATIVE

<b>LEA: Sherburne-Earlville Central School District</b>	<b>FOR TITLE: Elementary and Secondary School Emergency Relief (ESSER) Fund</b>
<b>BEDSCODE: 082001040000</b>	

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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>	203,215 <i>Sherburne-Earlville is a low-wealth, rural school district with a higher than state average population of students with disabilities. These funds will be dedicated to meeting the needs of our low-income students and student with disabilities. The District will expand our mental health services and supports, as well as, developing and staffing summer, afterschool and school day programs to address learning loss to meet the academic needs of our students.</i>
<b>Code 16</b> <i>Support Staff Salaries</i>	
<b>Code 40</b> <i>Purchased Services</i>	
<b>Code 45</b> <i>Supplies and Materials</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>	<p>101,532</p> <p>The District is completing year two of a k-12, 1 to 1 device program. These funds will be used to support the replacement of student damaged 1 to 1 devices including iPads, Chromebooks, and laptops between March 13, 2020 and September 30, 2023.</p>

## BUDGET NARRATIVE

<b>LEA:</b>	<b>FOR TITLE:</b>
<b>BEDSCODE:</b>	

---

**\*\* 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.

<i><b>CODE/ BUDGET CATEGORY</b></i>	<i><b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b></i>
<i><b>Code 15</b> Professional Salaries</i>	
<i><b>Code 16</b> Support Staff Salaries</i>	
<i><b>Code 40</b> Purchased Services</i>	
<i><b>Code 45</b> Supplies and Materials</i>	
<i><b>Code 46</b> Travel Expenses</i>	



<b><i>CODE/ BUDGET CATEGORY</i></b>	<b><i>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</i></b>
<b><i>Code 80</i></b> <i>Employee Benefits</i>	
<b><i>Code 90</i></b> <i>Indirect Cost</i>	
<b><i>Code 49</i></b> <i>BOCES Services</i>	
<b><i>Code 30</i></b> <i>Minor Remodeling</i>	
<b><i>Code 20</i></b> <i>Equipment</i>	

**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

Report Prepared By: Robert Berson

Agency Name: Sherburne-Earlville Central School

Mailing Address: 15 School St.

Street		
<u>Sherburne</u>	<u>New York</u>	<u>13460</u>
City	State	Zip Code

Telephone #: 607-674-7330 County: Chenango

E-Mail Address: bersonn@seonline.org

Project Operation Dates: 07 / 01 / 20 06 / 30 / 21  
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.

**SALARIES FOR PROFESSIONAL STAFF: Code 15**

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
Psychologist	0.65	43,360	42,880
Subtotal - Code 15			42,880

**SALARIES FOR SUPPORT STAFF: Code 16**

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
Subtotal - Code 16			

**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>
Resident students attending a private school	New Life Christian School	2 students @ 120.00	240.00
Resident students attending a private school	Valley Heights Christian Academy	2 students @ 120.00	240.00
Subtotal - Code 40			480.00

**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>
Subtotal - Code 45			

**TRAVEL EXPENSES: Code 46**

Include pupil transportation, conference costs and travel of staff between instructional sites. Specify agency approved mileage rate for travel by personal car or school-owned vehicle.

Position of Traveler	Destination and Purpose	Calculation of Cost	Proposed Expenditures
Subtotal - Code 46			

**EMPLOYEE BENEFITS: Code 80**

Rates used for project personnel must be the same as those used for other agency personnel.

Benefit		Proposed Expenditure
Social Security		
Retirement	New York State Teachers	
	New York State Employees	
	Other	
Health Insurance		
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		

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

%	(B)
---	-----

\$	(C)
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### **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		



**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
		Subtotal – Code 20	

### HELPFUL REMINDERS

- ❖ Check for the required number of copies to be submitted, including the number of original signature copies. The number of copies may vary from program to program. If unsure, contact the State Education Department office responsible for the program for which you are applying.
- ❖ An approved copy of the FS-10 will be returned to the contact person at the address completed on page 1. A window envelope will be used for the return mailing; please make sure that the contact information is accurate, legible, and confined to the address field.
- ❖ Be sure to check your math and carry all subtotals forward to the Summary on Page 8. Simple mathematical errors often require Grants Finance to contact both the local agency and other State Education Department offices, resulting in unnecessary delays in program approval. And remember, use whole dollars only.
- ❖ School districts and BOCES should use the restricted indirect cost rate that has been approved for the school year in which the grant will operate. Most other agencies are subject to a fixed maximum rate depending on the grant program and type of agency. Contact Grants Finance at (518) 474-4815 if you have any questions regarding indirect costs.
- ❖ The modified direct cost used in the calculation of indirect cost must exclude equipment, minor remodeling, the portion of each subcontract exceeding \$25,000 and any flow through funds.
- ❖ Be sure to complete the Agency Code on Page 8 as well as the Project #, if pre-assigned.
- ❖ For Special Legislative projects and Grant Contracts, please enter the Contract #.
- ❖ For ease of data entry at the State Education Department, please make sure that Page 8 faces out.
- ❖ Submit forms to the State Education Department as follows:

Application, FS-10, FS-10-A – Program Office

FS-25, FS-10-F for **Special Legislative Projects** –  
Special Legislative Projects Coordinating Team  
New York State Education Department  
Room 132 Education Building  
Albany, New York 12234

FS-25, FS-10-F for other projects –  
Grants Finance  
New York State Education Department  
Room 510W Education Building  
Albany, New York 12234

# BUDGET SUMMARY

FS-10 Page 8

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	42,880
Support Staff Salaries	16	
Purchased Services	40	480
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		43,360

Agency  
Code:

0	8	2	0	0	1	0	4	0	0	0	0
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Project #:  
(If pre-assigned)

5	8	9	5	2	1	0	4	7	0
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Contract #:

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Federal Employer ID #:  
(New non-municipal agencies only)

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Agency Name: Sherburne-Earlville Central School

## 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).

08/14/2020  
Date

Signature

Robert Berson, Superintendent  
Name and Title of Chief Administrative Officer

Fiscal Year      Amount Budgeted      First Payment


Voucher #

First Payment

Finance:

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Log

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Approved

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MIR

## BUDGET NARRATIVE

<b>LEA: Sherburne-Earlville Central School District</b>	<b>FOR TITLE: Governors Emergency Education Relief (GEER) Fund</b>
<b>BEDSCODE: 082001040000</b>	

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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>	28,064 <i>The District will use these funds for professional staff for child care and social &amp; emotional support.</i>
<b>Code 16</b> <i>Support Staff Salaries</i>	28,064 <i>The District will use these funds for support staff for child care and social &amp; emotional support.</i>
<b>Code 40</b> <i>Purchased Services</i>	
<b>Code 45</b> <i>Supplies and Materials</i>	
<b>Code 46</b> <i>Travel Expenses</i>	

<b><i>CODE/ BUDGET CATEGORY</i></b>	<b><i>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</i></b>
<b><i>Code 80</i></b> <i>Employee Benefits</i>	
<b><i>Code 90</i></b> <i>Indirect Cost</i>	
<b><i>Code 49</i></b> <i>BOCES Services</i>	
<b><i>Code 30</i></b> <i>Minor Remodeling</i>	
<b><i>Code 20</i></b> <i>Equipment</i>	

**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 (GEER) Fund

Report Prepared By: Robert Berson

Agency Name: Sherburne-Earlville Central School

Mailing Address: 15 School St.

Street

Sherburne

New York

13460

City

State

Zip Code

Telephone #: 607-674-7330

County: Chenango

E-Mail Address: bersonr@seonline.org

Project Operation Dates: 03 / 13 / 20  
Start

09 / 30 / 23  
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.



**SALARIES FOR PROFESSIONAL STAFF: Code 15**

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
Professional staff for child care and social & emotional support  Psychologist:EY	0.41	68,635	28,064
Subtotal - Code 15			28,064

**SALARIES FOR SUPPORT STAFF: Code 16**

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

<b>Specific Position Title</b>	<b>Full-Time Equivalent</b>	<b>Annualized Rate of Pay</b>	<b>Project Salary</b>
Support staff for child care and social & emotional support  Aide: R Gale	0.74	37,676	28,064
Subtotal - Code 16			28,064

**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
Subtotal - Code 45			

**TRAVEL EXPENSES: Code 46**

Include pupil transportation, conference costs and travel of staff between instructional sites. Specify agency approved mileage rate for travel by personal car or school-owned vehicle.

Position of Traveler	Destination and Purpose	Calculation of Cost	Proposed Expenditures
Subtotal - Code 46			

### **EMPLOYEE BENEFITS: Code 80**

Rates used for project personnel must be the same as those used for other agency personnel.

Benefit		Proposed Expenditure
Social Security		
Retirement	New York State Teachers	
	New York State Employees	
	Other	
Health Insurance		
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		

**INDIRECT COST: Code 90**

- A. Modified Direct Cost Base – Sum of all preceding subtotals (codes 15, 16, 40, 45, 46, and 80 and excludes the portion of each subcontract exceeding \$25,000 and any flow through funds)

\$

(A)

- ### B. Approved Restricted Indirect Cost Rate

%

(B)

- C. (A) x (B) = Total Indirect Cost

Subtotal – Code 90

\$

(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		

**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
Subtotal – Code 20			



### HELPFUL REMINDERS

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Special Legislative Projects Coordinating Team  
New York State Education Department  
Room 132 Education Building  
Albany, New York 12234

FS-25, FS-10-F for other projects –

Grants Finance  
New York State Education Department  
Room 510W Education Building  
Albany, New York 12234



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FS-10 Page 8

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Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		56,128

## 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).

06 / 10 / 2021  
Date

  
Signature

Robert Berson, Superintendent  
Name and Title of Chief Administrative Officer

Agency  
Code:

0	8	2	0	0	1	0	4	0	0	0	0
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Project #:  
(If pre-assigned)

5	8	9	6	2	1	0	4	7	0
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Contract #:

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Federal Employer ID #:  
(New non-municipal agencies only)

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Agency Name: Sherburne-Earlville Central School

## FOR DEPARTMENT USE ONLY

Funding Dates: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ From \_\_\_\_ / \_\_\_\_ / \_\_\_\_ To

Program  
Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Fiscal Year	Amount Budgeted	First Payment
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Voucher #

First Payment

Finance:

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Log

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Approved

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MIR