

Accessing your Race To The Top Funds – Part 2

Now that the end of the year is approaching it is time to request more of your RTTT money. An FS-25 has been prepared for your district and is prepared except for two things:

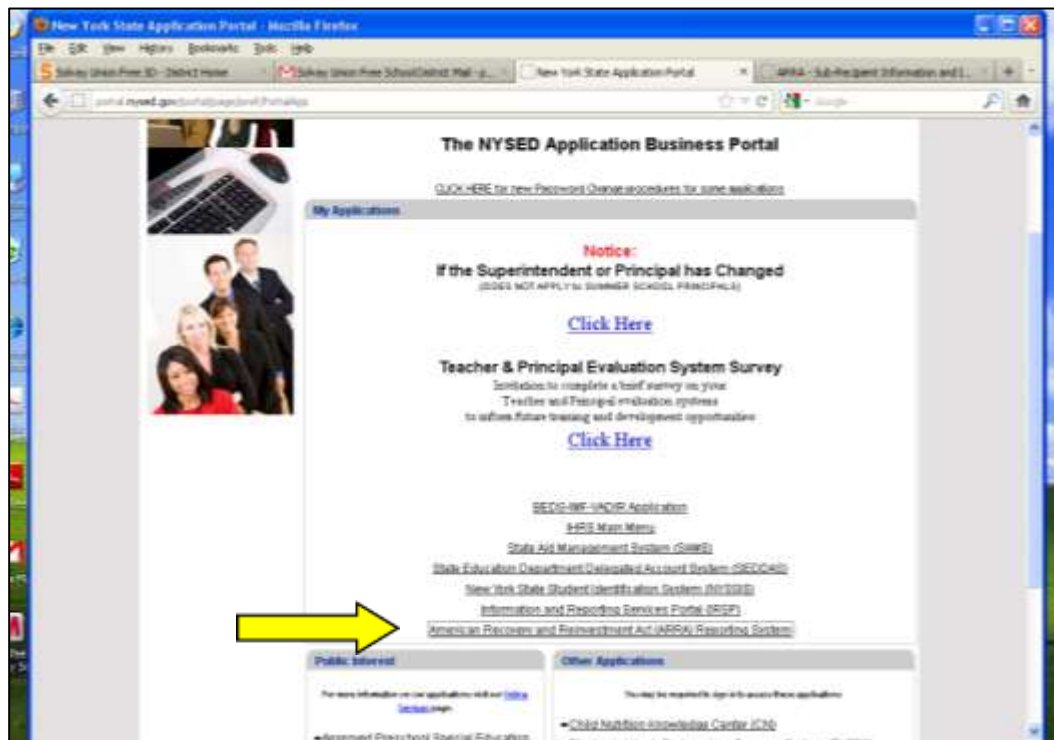
- 1) The project ID has to be filled in, and
- 2) The superintendent has to sign the FS-25

Previously, with the FS-25 we had partially filled out for you, you requested half of one third of your total, multi-year allocation. This request is for the same amount (one half of one-third of your total allocation). We will repeat this process twice next year and twice the year after that. The money will come to you – and you keep the money. We are billing you through the normal BOCES billing.

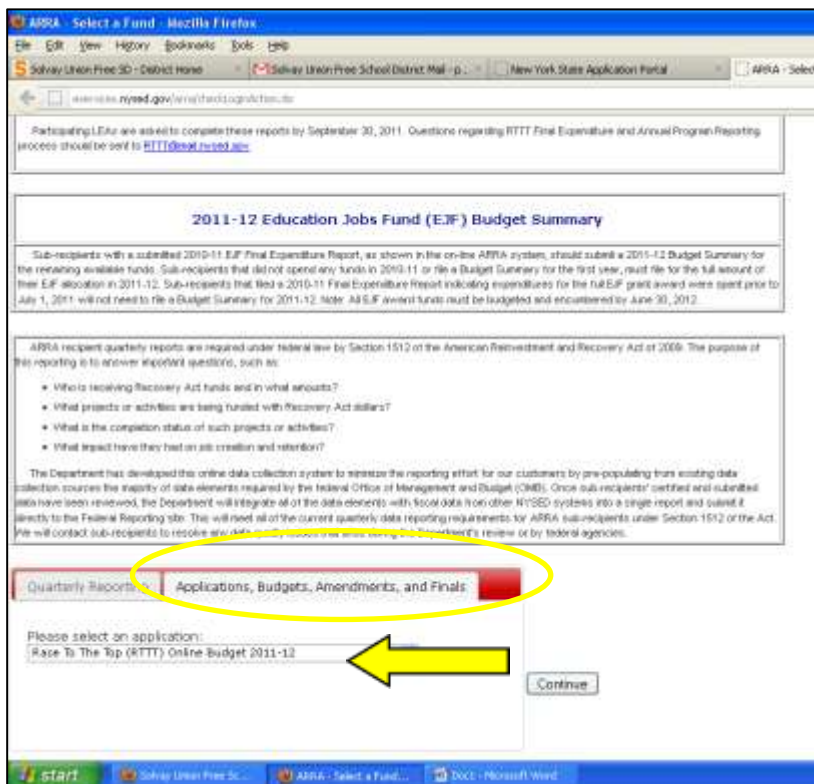
Because we do not know your project number we have explained how to find it with the steps detailed below. If you know your project number (or can look it up from a copy of the last FS-25 you submitted) you can skip these steps and proceed to the part about filling out the FS-25. All that you should need to do is to add the project number and have it signed. If you compare this FS-25 to the previous one you will see how it builds upon the previous one in the amounts it lists.

Follow these steps if needed, or just add the project number, have it signed, and send it in.

Login into the NYSED Business Portal. Select the ARRA link



In the ARRA Screen, scroll to bottom, select the “Applications, Budgets, Amendments, and Finals” Tab. Then select “RTTT Online Budget 2011-12.” Hit “Continue.”



District info, including Project Code number, will appear in the spot circled below.



Enter your Project Code on the FS-25.

The University of the State of New York THE STATE EDUCATION DEPARTMENT Grants Finance, Rm. 510W EB Albany, New York 12234		REQUEST FOR FUNDS FOR A FEDERAL OR STATE PROJECT FS-25 (11/09)	
Project #:		Contract #:	
Agency Code: 420901060000			
Funding Source:	Race To The Top		
Agency Name:	Baldwinsville Central School District		
Mailing Address:	29 East Oneida Street		
	Street		
	Baldwinsville Central School	NY	13027
	City	State	Zip Code
Contact Person:	James Rodems	Telephone:	315.638.6055
E-mail Address:	jrodems@bville.org		
	Report Period:	01	12
		Month/Year	
CHIEF ADMINISTRATOR'S CERTIFICATION <i>I hereby certify that all information reported herein is true and accurate.</i>			
Date:	2.3.2012	Signature:	
1. Amount of Approved Budget (include approved amendments)	\$	46,362	
2. Project Payments Received to Date	\$	0	
3. Project Cash Expenditures to Date	\$	23,181	
4. Cash Expenditures Anticipated During Next Month:	\$	0	
5. Additional Funds Requested (Entries 3 plus 4 minus 2)	\$	23,181	
FOR DEPARTMENT USE ONLY			
Voucher #:	Fiscal Year	Payment Split	Line #
Finance: <input type="checkbox"/> LOG <input type="checkbox"/> MIR		\$	
		\$	
		\$	
		\$	
		\$	

The FS-25 should be signed by the superintendent and then sent in to:

NYSED
Grants & Finance
Room 510W EB
Albany, NY 12234