

OCM BOCES Network Team

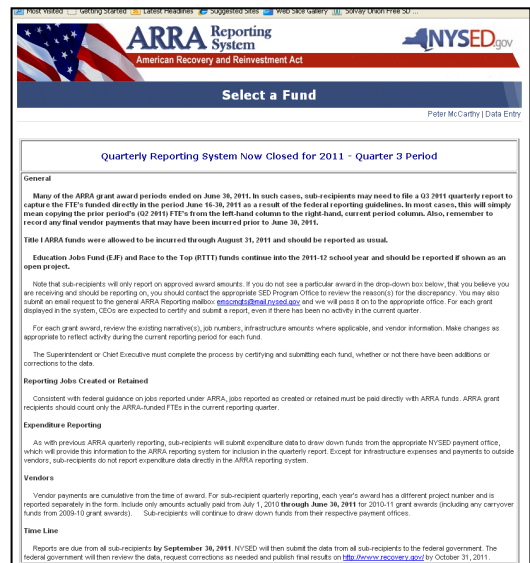
DIRECTIONS for filling out Year 2 Budgets

Login into the [NYSED Business Application Portal](#)

Select the American Recovery and Reinvestment Act (ARRA) Reporting System link.

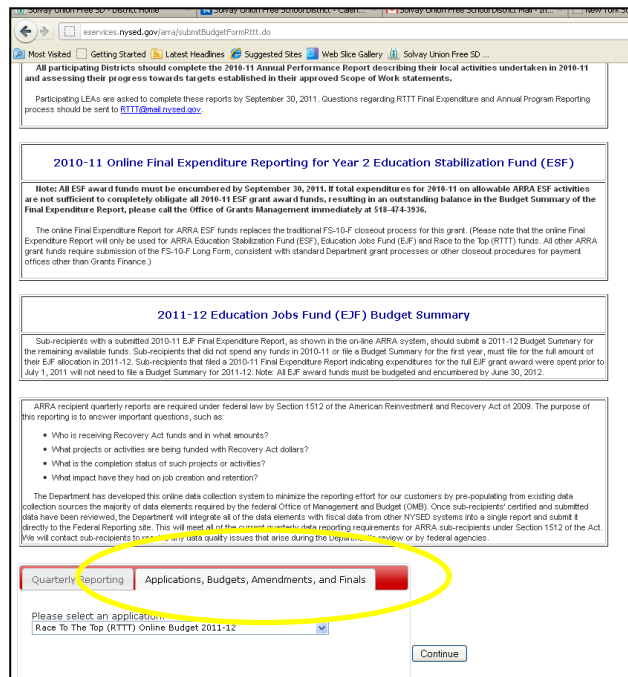


You should see a screen like this:



Scroll to the bottom.

Select the **tab** that says "Applications, Budgets, Amendments, and Finals"



Scroll down in the menu box that appears. **Select** RTTT Online Budget 2011-12 from the drop-down box.

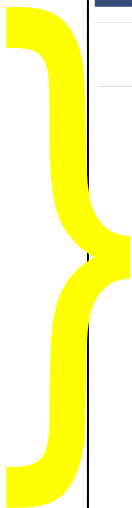
Click Continue

The next screen should show basic District data and the grant amount.

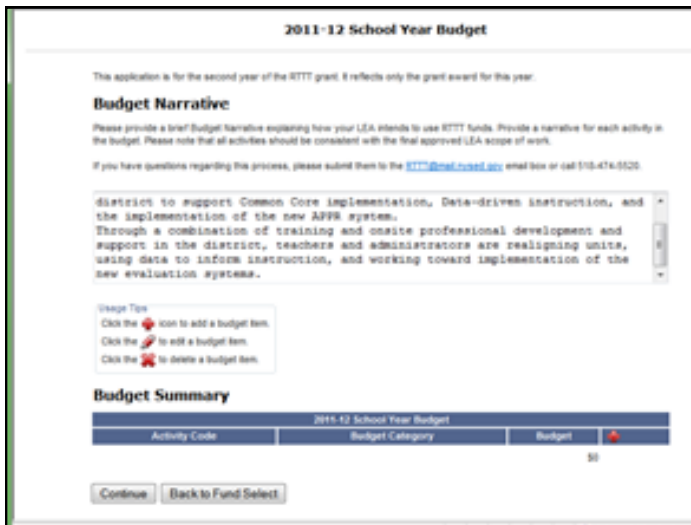
Click Continue

You will see the screen to the right. Copy and paste the following language into the box:

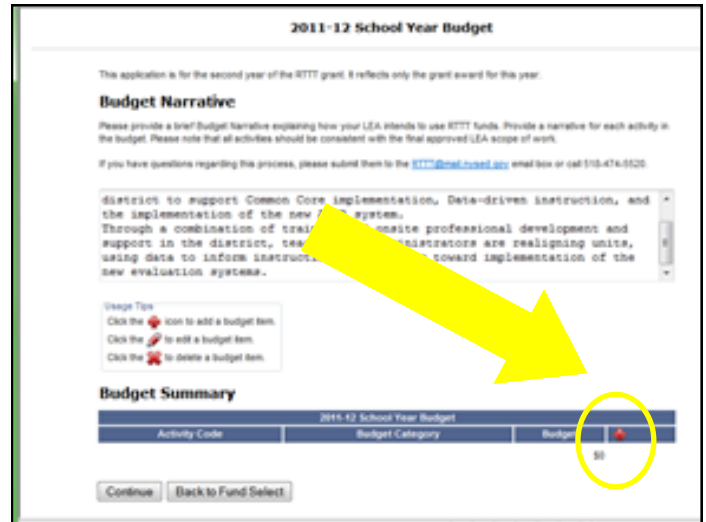
The district has allocated all of its Race To The Top funds to the OCM BOCES Network Team. The BOCES Network Team is working in collaboration with the district to support Common Core implementation, Data-driven instruction and Inquiry, and the implementation of the new APPR system. Through a combination of training and onsite professional development and support in the district, teachers and administrators are realigning units, using data to inform instruction, and working toward implementation of the new evaluation systems.



It should now look something like this:



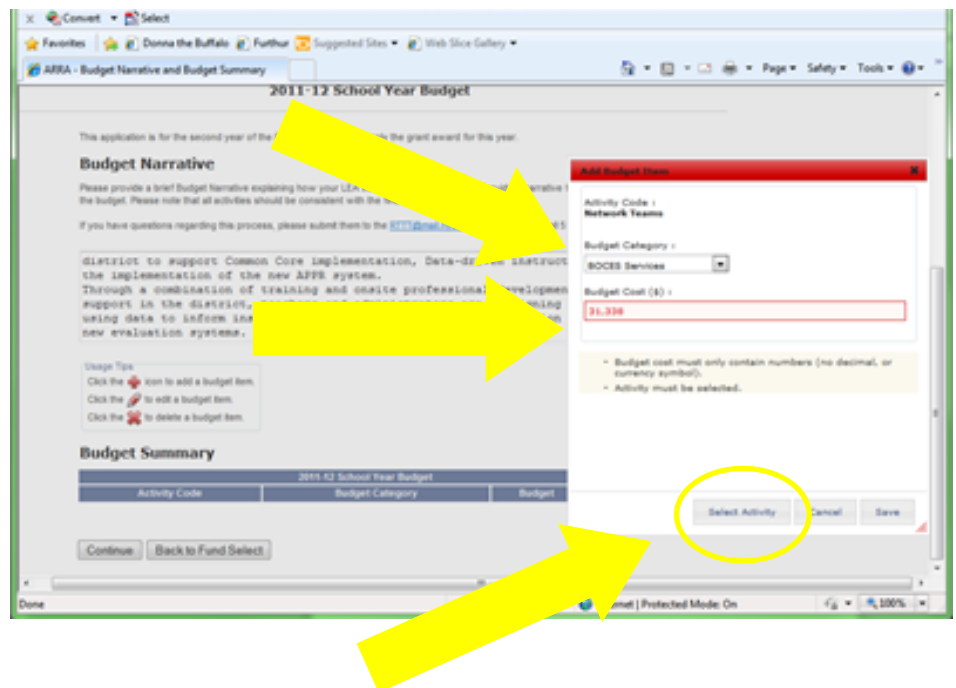
Then click on the little red + on the lower right part of the blue shape.



Choose the category "BOCES Services" which will pop up.

Enter the budget cost (which is 1/3 of your total RTTT allocation) from the next page

DO NOT use a dollar sign, comma, or decimal



Next choose "select activity."

Choose BOCES Network Team.

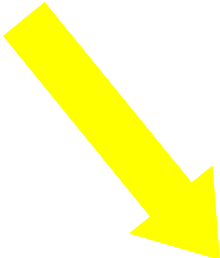
Scroll down to the Network team button and choose it (second from the bottom).

Continue once again and you should see the message to the right.

Once the annual online budgets are approved by SED an award letter will be sent and then districts can begin drawing down funds for year 2 using paper FS-25 forms. Award letters are sent approximately 2-3 weeks following the approval. RTTT funds should be accounted for in the special aid fund as Revenue Code F4289.



This is the budget amount to enter (NO dollar sign, comma, or decimal)



	547.050.001	547.050.002	
Revenue:	Network Team	APPR	TOTAL
Baldwinsville	\$ 34,771.25	\$ 11,590.42	\$ 46,361.67
Cazenovia	\$ 7,807.25	\$ 2,602.42	\$ 10,409.67
Chittenango	\$ 17,296.75	\$ 5,765.58	\$ 23,062.33
Cincinnati	\$ 16,788.00	\$ 5,596.00	\$ 22,384.00
Cortland	\$ 56,011.00	\$ 18,670.33	\$ 74,681.33
DeRuyter	\$ 7,361.25	\$ 2,453.75	\$ 9,815.00
Fabius	\$ 6,117.75	\$ 2,039.25	\$ 8,157.00
Fayetteville	\$ 7,421.25	\$ 2,473.75	\$ 9,895.00
Homer	\$ 24,490.00	\$ 8,163.33	\$ 32,653.33
Jamesville	\$ 15,743.25	\$ -	\$ 15,743.25
La Fayette	\$ 6,310.75	\$ 2,103.58	\$ 8,414.33
Lyncourt	\$ 7,053.50	\$ 2,351.17	\$ 9,404.67
Marathon	\$ 10,604.25	\$ 3,534.75	\$ 14,139.00
Marcellus	\$ 9,357.00	\$ 3,119.00	\$ 12,476.00
McGraw	\$ 8,261.00	\$ 2,753.67	\$ 11,014.67
Onondaga	\$ 8,615.75	\$ 2,871.92	\$ 11,487.67
Solvay	\$ 23,503.50	\$ 7,834.50	\$ 31,338.00
Tully	\$ 9,237.00	\$ 3,079.00	\$ 12,316.00
W Genesee	\$ 27,586.75	\$ 9,195.58	\$ 36,782.33
Westhill	\$ 8,768.50	\$ 2,922.83	\$ 11,691.33