

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

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

☐ = Required Field

Local Agency Information

Funding Source:	CARES - GEER	
Report Prepared By:	Christopher Caputo	
Agency Name:	Malverne Union Free School District	
Mailing Address:	301 Wicks Lane	
	Street	
	Malverne	NY 11565
	City	State Zip Code
Telephone # of Report Preparer:	(516)887-6417	County: Nassau
E-mail Address:	ccaputo@malverneschools.org	

INSTRUCTIONS

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

SALARIES FOR PROFESSIONAL STAFF			
Subtotal - Code 15			\$30,681
Name	Position Title	Beginning and End Dates of Work	Salary Paid
Finkelstein, Jessica	Reading Teacher	7/1/20 - 6/30/21	\$30,681

PURCHASED SERVICES			
Subtotal - Code 40			\$212
Encumbrance Date	Provider of Service	Check or Journal Entry #	Amount Expended
10/22/21	American Paper Towel, LLC	Check #82195	\$212

FINAL EXPENDITURE SUMMARY

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$30,681
Support Staff Salaries	16	
Purchased Services	40	\$212
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
Grand Total		\$30,893

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).

10/26/2021 *Lorna R Lewis*

Date

Signature

Dr. Lorna R. Lewis, Superintendent of Schools
Name and Title of Chief Administrative Officer

LOCAL AGENCY INFORMATION

Agency Code:

280212030000

Project #:

5895-21-1505

Contract #:

Agency Name: Malverne Union Free School District

Funding Dates:

3/13/2020

TO

9/30/2022

Approved Budget Total: \$ 30,912

FOR DEPARTMENT USE ONLY

Fiscal YearAmt ExpendedFinal PaymentLine #

Voucher #

Final Payment

Finance: Logged _____

Approved _____

MIR _____