

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 - ESSER

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			\$181,031
Name	Position Title	Beginning and End Dates of Work	Salary Paid
Hennessy, Loredonna	Elementary Teacher	7/1/20 - 6/30/21	\$90,000
Bollettieri, Angela	Elementary Teacher	7/1/20 - 6/30/21	\$7,408
Castellano, Kristina	Reading Teacher	7/1/20 - 6/30/21	\$83,623


PURCHASED SERVICES			
Subtotal - Code 40			\$1,358
Encumbrance Date	Provider of Service	Check or Journal Entry #	Amount Expended
10/22/21	American Paper Towel, LLC	Check #82196	\$1,348
1/28/22	American Paper Towel, LLC	Check #83160	\$10

**FINAL EXPENDITURE SUMMARY**

<b>SUBTOTAL</b>	<b>CODE</b>	<b>PROJECT COSTS</b>
Professional Salaries	15	\$181,031
Support Staff Salaries	16	
Purchased Services	40	\$1,358
Supplies and Materials	45	
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	
<b>Grand Total</b>		<b>\$182,389</b>

<b>LOCAL AGENCY INFORMATION</b>			
Agency Code:	280212030000		
Project #:	5890-21-1505		
Contract #:			
Agency Name:	Malverne Union Free School District		
Funding Dates:	3/13/2020	TO	9/30/2022
Approved Budget Total:	\$182,389		

<b>FOR DEPARTMENT USE ONLY</b>			
<u>Fiscal Year</u>	<u>Amt Expended</u>	<u>Final Payment</u>	<u>Line #</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Voucher #	Final Payment		

<b>CHIEF ADMINISTRATOR'S CERTIFICATION</b>	
<p>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).</p>	
<u>1/31/2022</u> Date	 Signature
<u>Dr. Lorna Lewis, Superintendent of Schools</u> Name and Title of Chief Administrative Officer	

Finance: Logged \_\_\_\_\_ Approved \_\_\_\_\_ MIR \_\_\_\_\_