

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:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">CRRSA GEER 2</td> <td style="width: 30%;"></td> </tr> </table>	CRRSA GEER 2					
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Report Prepared By:	Frances May						
Agency Name:	North Tonawanda City School District						
Mailing Address:	176 Walck Road						
	Street						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">North Tonawanda</td> <td style="width: 33%;">NY</td> <td style="width: 33%;">14120</td> </tr> <tr> <td style="text-align: center;">City</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Zip Code</td> </tr> </table>	North Tonawanda	NY	14120	City	State	Zip Code
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Telephone # of Report Preparer:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">716-807-3511</td> <td style="width: 50%;">County: Niagara</td> </tr> </table>	716-807-3511	County: Niagara				
716-807-3511	County: Niagara						
E-mail Address:	fmay@ntschoools.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/>.

