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Local Agency Information

Funding Source: American Rescue Plan Act of 2021 (ARP)

Report Prepared By: Brenda Kane

Agency Name: Burnt Hills Ballston Lake Central School District

Mailing Address: PO Box 1389

Street

Ballston Lake

NY

12019

City

State

Zip Code

Telephone #: 518-399-9141 Ext 85030

County: Saratoga

E-Mail Address: brkane@bhbl.org

Project Operation Dates: 7 / 1 / 2021

9 / 30 / 2024

Start

End

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AUG 12 2021
OFFICE OF ACCOUNTABILITY

INSTRUCTIONS

- ❖ Submit the original budget and the required number of copies along with the completed application directly to the appropriate State Education Department office as indicated in the application instructions for the grant program for which you are applying. DO NOT submit this form to the Grants Finance.
- ❖ Enter whole dollar amounts only.
- ❖ Prior approval by means of an approved budget (FS-10) or budget amendment (FS-10-A) is required for:
 - Personnel positions, number and type
 - Equipment items having a unit value of \$5,000 or more, number and type
 - Minor remodeling
 - Any increase in a budget subtotal (professional salaries, purchased services, travel, etc.) by more than 10 percent or \$1,000, whichever is greater
 - Any increase in the total budget amount.
- ❖ Certification on page 8 must be signed by Chief Administrative Officer or properly authorized designee.
- ❖ High quality computer generated reproductions of this form may be used.
- ❖ For further information on budgeting, please refer to the Fiscal Guidelines for Federal and State Aided Grants which may be accessed at www.oms.nysed.gov/cafe/ or call Grants Finance at (518) 474-4815.

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JAN 24 2022

BUSINESS OFFICE

SALARIES FOR PROFESSIONAL STAFF: Code 15

Include only staff that are employees of the agency. Do not include consultants or per diem staff. Do not include central administrative staff that are considered to be indirect costs, e.g., business office staff. One full-time equivalent (FTE) equals one person working an entire week each week of the project. Express partial FTE's in decimals, e.g., a teacher working one day per week equals .2 FTE.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
High School Summer School 200 days/summer (2021-22, 2022-23, 2023-24 & 2024-25)		\$150/day	\$30,000 * 4 years = \$120,000
High School Teacher Assistant Resource Center (2021-22, 2022-23 & 2023-24)	.5	\$20,000	\$10,000 * 3 years \$30,000
High School Teacher Assistant Resource Center (2021-22, 2022-23)	1.0	\$20,000	\$20,000 * 2 years = \$40,000
High School Teacher Assistant Resource Center (2021-22, 2022-23)	1.0	\$20,000	\$40,000
High School Teacher Assistant Resource Center (2021-22, 2022-23)	1.0	\$20,000	\$40,000
High School Teacher Assistant Resource Center (2021-22, 2022-23)	1.0	\$20,000	\$40,000
High School Teacher Assistant Resource Center (2021-22, 2022-23)	1.0	\$20,000	\$40,000
High School Teacher Assistant Resource Center (2021-22, 2022-23)	1.0	\$20,000	\$40,000
High School Teacher Assistant Resource Center (2021-22 & 2023-24) *2022-23 CRRSA	1.0	\$20,000	\$20,000 * 2 years = \$40,000
Middle School Math Teacher (2023-24)	.40	\$50,000	\$20,000
Middle School ELA Teacher (2023-24)	.40	\$50,000	\$20,000
Middle School SS Teacher (2023-24)	.40	\$50,000	\$20,000
Middle School Science Teacher (2023-24)	.40	\$50,000	\$20,000
Middle School Art/Tech Teacher (2023-24)	.40	\$50,000	\$20,000
Middle School Guidance Counselor (2023-24)	.50	\$50,000	\$25,000

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Elementary School Guidance Counselor (2022-23 & 2023-24)	.50	\$50,000	\$50,000
Elementary School Teacher Grade 5 (2022-23)	1.0	\$50,000	\$50,000
Grant Administrator (2021-22, 2022-23 & 2023-24)			\$15,000
		Subtotal - Code 15	\$670,000

SALARIES FOR SUPPORT STAFF: Code 16

Include salaries for teacher aides, secretarial and clerical assistance, and for personnel in pupil transportation and building operation and maintenance. Do not include central administrative staff that are considered to be indirect costs, e.g., account clerks.

Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary
Subtotal - Code 16			

TRAVEL EXPENSES: Code 46

Include pupil transportation, conference costs and travel of staff between instructional sites. Specify agency approved mileage rate for travel by personal car or school-owned vehicle.

Position of Traveler	Destination and Purpose	Calculation of Cost	Proposed Expenditures
Subtotal - Code 46			

EMPLOYEE BENEFITS: Code 80

Rates used for project personnel must be the same as those used for other agency personnel.

Benefit		Proposed Expenditure
Social Security		\$51,255
Retirement	New York State Teachers	\$65,660
	New York State Employees	
	Other	
Health Insurance		\$260,314
Worker's Compensation		
Unemployment Insurance		
Other (Identify)		
Subtotal – Code 80		\$377,229

INDIRECT COST: Code 90

A. Modified Direct Cost Base – Sum of all preceding subtotals (codes 15, 16, 40, 45, 46, and 80 and excludes the portion of each subcontract exceeding \$25,000 and any flow through funds)

\$		(A)
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B. Approved Restricted Indirect Cost Rate

	2.2 %	(B)
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C. (A) x (B) = Total Indirect Cost Subtotal – Code 90

\$		(C)
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PURCHASED SERVICES WITH BOCES: Code 49

Description of Services	Name of BOCES	Calculation of Cost	Proposed Expenditure
Subtotal – Code 49			

CF121
 ENTRY DATE 01/19/22
 PROJECT 5880212670
 SED CODE 520101060000
 NYC DOC #

GRANTS FINANCE
 PROJECT STATUS REPORT
 ARP ESSER 3
 BURNT HILLS-BALLSTON LAKE CSD

RUN DATE 01/19/22

BUDGET DETAIL INFORMATION

PROF SALARY	15	670,000.00	BEGIN DATE	03/13/20
NON PROF SALARY	16	0.00	END DATE	09/30/24
PURCH SERVICES	40	0.00	AMENDMENT #	
SUPP & MATERIAL	45	0.00	CONTRACT #	
TRAVEL EXPENSE	46	0.00	STOP DATE	
EMP BENEFITS	80	377,229.00	REFUND CHECK #	
INDIRECT COST	90	0.00	IND COST RATE	11.0
BOCES SERVICES	49	0.00	INT ELIG	N
REMODELING	30	0.00		
EQUIPMENT	20	0.00		

BUDGET SUMMARY INFORMATION

FUNDYEAR	BUDGET SPLITS	PAID TO DATE	OUTSTANDING ENC
588021	1,047,229.00	104,722.00	942,507.00
588020	0.00	0.00	0.00
588019	0.00	0.00	0.00
	0.00	0.00	0.00
	0.00	0.00	0.00
TOTAL	1,047,229.00	104,722.00	942,507.00

LOG AND CONTRACT DATES

	RECEIVED	ENTERED	CONTRACT	APPROVED
BUDGET	01/13/22	01/18/22		
INTERIM				
FINAL				

CASH DETAIL

ENTRY	DOC #	TRANS	ENC	RPT	LINE	AMOUNT	FUNDYR	MIR	PD DT	STAT
011922	560659F	INIT	000	01/22	01	104,722.00	588021	011322		ENT

THIS BUDGET HAS BEEN PROCESSED BY THE NEW YORK STATE
 EDUCATION DEPARTMENT. THIS SUMMARY REPLACES THE SIGNED COPY.