



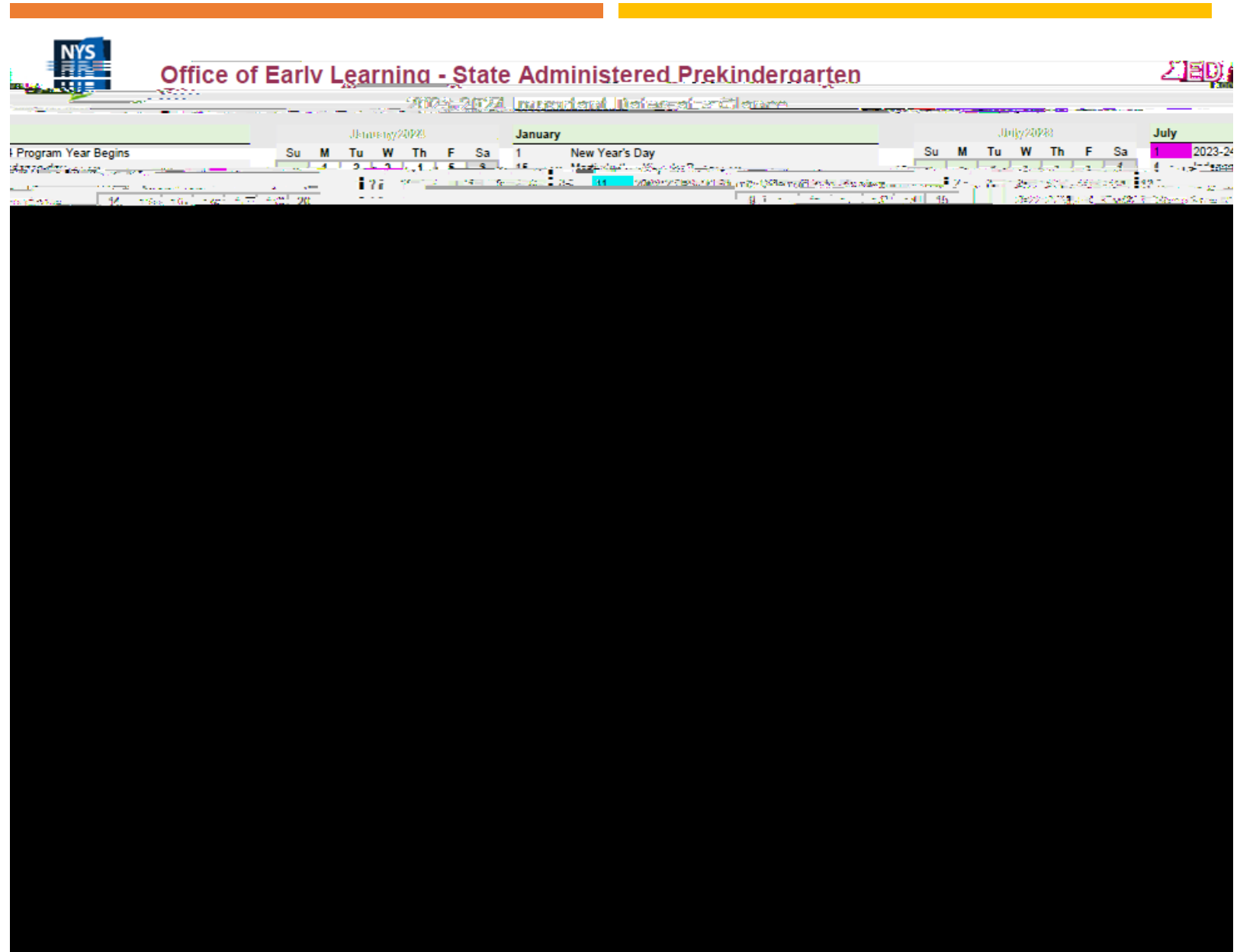
NEW YORK STATE ADMINISTERED PREKINDERGARTEN FISCAL GUIDANCE WEBINAR SERIES



OFFICE OF EARLY LEARNING

Provides:

2023-2024 PREK IMPORTANT DATES AT A GLANCE



WELCOME

What is an FS-10A
Its purpose
How to complete an FS-10A accurately
Submission protocols

REQUIRED MATERIALS

Sample Completed FS-10 Approved Budget Form

Sample Completed FS-10A Budget Amendment Form

The University of the State of New York

PROPOSED BUDGET FOR A

Local Agency Information

Funding Source: State UPK Allocation

Report Prepared By: Peter Frank

Agency Name: Hallmark Central School District

Mailing Address: 123 Gold Crown Lane
Hallmark NY 12345

Telephone # of: 518-338-1234

Email Address: pfrank@hallmarkcsd.org

Select Funding Dates: 7/1/2023 - 6/30/2024

INSTRUCTIONS

Submit the original FS-10 Budget and the required number of copies along with the required fee to the State Education Department office where you are submitting the budget.

The University of the State of New York

PROPOSED AMENDMENT FOR A

Agency Name: Hallmark Central School District

Mailing Address: 123 Gold Crown Lane
Hallmark, NY 12345

Contract #:

Email Address: pfrank@hallmarkcsd.org

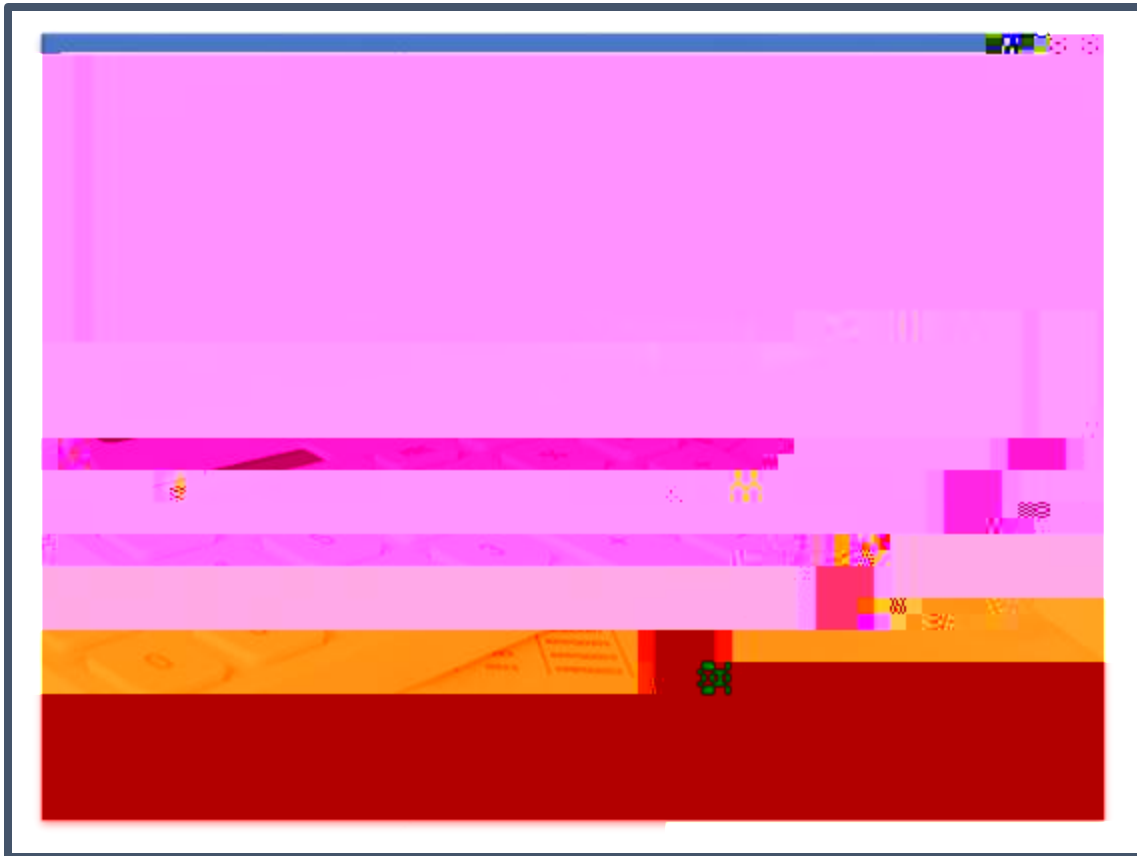
INSTRUCTIONS

Submit the original and two copies directly to the same State Education Department office where you submitted the original budget. DO NOT submit this form to Grants Finance.

PROGRAM YEAR: JULY 1st - JUNE 30th



RESPONSIBILITIES WHEN COMPLETING THE FS-10A



1. All proposed expenditures are approved costs for the prekindergarten program.
2. The costs projected in the FS-10A are appropriate, reasonable, and necessary.
- 3.

FS-10A PAGE 2

Provide a very clear, specific, and detailed description of the changes being made to each code.

If increasing a Code - complete the subtotal increase column.

If decreasing a Code, complete the third column - subtotal decrease column.

FS-10A Page 2

RTOTAL	EXPLANATION	SUBTOTAL	SI
	15 Professional Salaries		
	16 Support Staff Salaries		
	40 Purchased Services		
	45 Supplies & Materials		
	80 Employee		
	90 Indirect		
	49 BOCES Services		
	30 Minor Remodeling		
	20 Equipment		
(-) \$	Total Increase or Decrease	(+) \$	
\$	Net Increase or Decrease		
\$	Previous Budget Total		
	Proposed Amended Total	\$	



HALLMARK CENTRAL SCHOOL DISTRICT

CODE 16 Ì SALARIES FOR SUPPORT STAFF

ORIGINAL FS-10

FS-10A

CODE 40 - PURCHASED SERVICES

ORIGINAL FS-10

PURCHASED SERVICES				
Expenditure	Description of Item	Provider of Services	Calculation of Cost	Proposed E
				Subtotal - Code 40
				\$200,500
			10 x \$5,700 per	
		Wild and Reliable		
	20 observations x	Support Environmental Observations		
	\$135,000	Yummy in my Tummy LLC	150 students x 180	

FS-10A

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
40 - Purchased Services	Little Friends Preschool increased enrollment by 1.0 FTE student (+\$5,700) Yummy in my Tummy meal increase 1.0	\$6,600	



SUBTOTAL	EXPLANATION	SUBTOTAL	SUBTOTAL
	15 - Professional Salaries		
	48 - Travel Expenses		
	49 - Books/Borrowing		
	30 - Miscellaneous		
	Net Increase or Decrease		
	Revised Amount		
	Approved Amount		

FS-10A

SUMMARY PAGE



IMPORTANT FS-10A REMINDERS



PLEASE MAIL ALL FS-10A FORMS TO:

NEW YORK STATE EDUCATION DEPARTMENT
THE OFFICE OF EARLY LEARNING, EB 5MW
89 WASHINGTON AVE.
ALBANY, NY 12234

For additional information: OEL@NYSED.GOV and/or [Sign Up for OEL Updates](#)

