

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 ACT-GEER	
Report Prepared By:	JACKIE VIGIL	
Agency Name:	PELHAM UFSD	
Mailing Address:	18 FRANKLIN PLACE	
	Street	
	PELHAM	NY 10803-2144
	City	State Zip Code

Telephone # of Report Preparer:  County:

E-mail Address:

**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/>.

**SUPPLIES AND MATERIALS**

Subtotal - Code 45 **\$12,200**

Purchase Order Date	Vendor	Check or Journal Entry #	Amount Expended
07/01/2020	IPEVO	534300	\$12,128
08/15/2022	King Stationary	539332	\$72

