

The University of the State of New York  
THE STATE EDUCATION DEPARTMENT

PROPOSED AMENDMENT FOR A  
FEDERAL OR STATE PROJECT  
FS-10-A (03/15)

☐ = Required Field

Agency Name:	Choice Charter School	Bronx
Mailing Address:	423 East 138th Street	County
	Bronx, NY 10454	

Agency Code:

Amendment #:

Project Number:

Contract #:

Contact Person:

Tel:

E-mail Address:

### INSTRUCTIONS

- Submit the original and two copies directly to the same State Education Department office where budget was mailed. DO NOT submit this form to Grants Finance.
- This form need only be submitted for budget changes that require prior approval as follows:
  - 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.
- Amendment # at top of this page must be completed.
- If extra room is needed for explanations, expand the rows using the row breaks on the left.
- Do not use the FS-10-A for requesting a project extension.

### CHIEF ADMINISTRATOR'S CERTIFICATION

*By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, & accurate, & the expenditures, disbursements, & cash receipts are for the purposes & objectives set forth in the terms & 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).*

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

### FOR DEPARTMENT USE ONLY

Program Approval:  \_\_\_\_\_

Date: 3/13/2023

Finance:    
Logged

Approved

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 - Professional Salaries	<p>Due to staffing changes and adjustment to actuals, the school no longer use ARP funds to cover the salary of the Culture Coordinator SY24 (\$53,045).</p> <p>There have been no changes to the Directors of Special Populations SY22, SY23, SY24; Special Education Coordinators SY22, SY23, SY24; and Culture Coordinators SY22, SY23.</p>		\$53,045
16 - Support Staff Salaries			
40 - Purchased Services	<p>Due to adjustment to actuals, the school will decrease the use of ARP funds in its coverage of the following services, for a decrease of \$43,768: Google Video Conferencing- \$15,988 (from \$54,000) Professional Crisis Management Association for Crisis Management PD- \$25,743 (from \$31,499).</p> <p>Due to adjustment to actuals, the school will increase the use of ARP funds in its coverage of the following services, for an increase of \$96,813: Mamre Heating &amp; Cooling, Inc.- \$460,000 (from \$381,526); Wilson Language- \$21,498 (from \$9,041); Great Minds- \$26,358 (from \$20,476).</p> <p>There were no changes to the following services: Professional Crisis Management Association for Safe Restraint Training, Branching Minds, Pearson Ed/Savvas – K-5 interactive social studies courseware.</p>	\$53,045	
45 - Supplies & Materials			
46 - Travel Expenses			
80 - Employee Benefits			
90 - Indirect Cost			
49 - Boces Services			
30 - Minor Remodeling			
20 - Equipment			
Total Increase or Decrease:		(+) \$ 53,045	(-) \$ 53,045

ENTER BUDGET >

Net Increase or Decrease:	\$	0
Previous Budget Total:	\$	1,412,485
Proposed Amended Total:	\$	<b>1,412,485</b>



## BUDGET NARRATIVE

<b>LEA: New York City Montessori Charter School</b>	<b>FOR TITLE: ARP-ESSER Funds</b>
<b>BEDSCODE: 320700861005</b>	

**\*\* MUST BE SUBMITTED WITH EACH BUDGET IN THE CONSOLIDATED APPLICATION**

**If using Transferability, please indicate on the Budget Narrative and FS-10 the amount of funds to be included under transferability in the budget categories where funds will be used. Example: In the Title IIA budget under Code 15 – Transferability - Title I Reading Teacher – FTE.35 - \$15,000.**

<b>CODE/ BUDGET CATEGORY</b>	<b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b>
<b>Code 15</b> <i>Professional Salaries</i>	<p><i>ARP funding will be used to cover the cost a Special Education Coordinator, Director of Special Population and a Culture Coordinator.</i></p> <p><i>Special Education Coordinator: 1.0 FTE = \$92,500 (SY22)</i>  <i>Special Education Coordinator: 1.0 FTE = \$95,275 (SY23)</i>  <i>Special Education Coordinator: 1.0 FTE = \$98,135 (SY24)</i></p> <p><i>Director of Special Population: 1.0 FTE = \$90,000 (SY22)</i>  <i>Director of Special Population: 1.0 FTE = \$92,700 (SY23)</i>  <i>Director of Special Population: 1.0 FTE = \$95,480 (SY24)</i></p> <p><i>Culture Coordinator: 1.0 FTE = \$50,000 (SY22)</i>  <i>Culture Coordinator: 1.0 FTE = \$51,500 (SY23)</i>  <i>Culture Coordinator: 1.0 FTE = \$53,045 (SY24)</i></p> <p><i>All of these educators have been hired to address learning loss and ensure we can support the needs of our diverse population of learners by providing additional academic and social-emotional supports. The Culture Coordinator will support students in classroom with behavioral support, parent workshops and staff therapy groups. The Director of Special Population and Special Education Coordinator will ensure that all learners receive personally crafted plans for instructional intervention, consistently coached classroom instructor and more communication with parents and teachers surrounding the data produced by regular, in-class assessment.</i></p> <p><i>Total = \$718,635</i></p>
<b>Code 16</b> <i>Support Staff Salaries</i>	

<b>CODE/ BUDGET CATEGORY</b>	<b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b>
<b>Code 40</b> <i>Purchased Services</i>	<p>ARP funding will cover the following purchased services:</p> <p><i>Video conferencing (Google):</i>  \$1,500 per month for 12 months (FY22) Total = \$18,000  \$1,500 per month for 12 months (FY23) Total = \$18,000  \$1,500 per month for 12 months (FY24) Total = \$18,000</p> <p><i>Crisis Management Professional Development:</i>  \$760 per staff for 17 instructional staff (FY22) Total = \$12,920  \$760 per staff for 17 instructional staff (FY23) Total = \$12,920  \$760 per staff for 17 instructional staff (FY24) Total = \$12,920</p> <p><i>Safe Restraint Training Professional Development:</i>  \$760 per staff for 17 instructional staff (FY22) Total = \$12,920  \$760 per staff for 17 instructional staff (FY23) Total = \$12,920  \$760 per staff for 17 instructional staff (FY24) Total = \$12,920</p> <p><i>Orton Gillingham Training Professional Development:</i>  \$3,000 per staff for 17 instructional staff (FY22) Total = \$51,000  \$2,590 per staff for 17 instructional staff (FY23) Total = \$44,030  \$2,297.1176 per staff for 17 instructional staff (FY24) Total = \$39,050</p> <p>Total = \$265,600</p>
<b>Code 45</b> <i>Supplies and Materials</i>	<p>ARP funding will cover the following supplies and materials:</p> <ul style="list-style-type: none"> <li>• Bluetooth headsets: \$125 per staff for 17 instructional staff per year for 3 years</li> </ul> <p>Total = \$6,375</p>
<b>Code 46</b> <i>Travel Expenses</i>	
<b>Code 80</b> <i>Employee Benefits</i>	
<b>Code 90</b> <i>Indirect Cost</i>	
<b>Code 49</b> <i>BOCES Services</i>	
<b>Code 30</b> <i>Minor Remodeling</i>	

<b>CODE/ BUDGET CATEGORY</b>	<b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b>
<b>Code 20</b> Equipment	<p><i>ESSER3 funding will cover the following equipment:</i></p> <ul style="list-style-type: none"> <li><i>SMARTBoards: \$9,375 for 15 classrooms per year</i></li> </ul> <p><i>The installation of SMART boards will ensure that both students onsite and at home are able to meaningfully engage with classroom content in hopes of limiting the interruption in student learning. SMART boards will allow students to work with interactive assignments as well as the display materials for learners in different locations.</i></p> <p><i>Total = \$421,875</i></p>

The University of the State of New York  
THE STATE EDUCATION DEPARTMENT

PROPOSED BUDGET FOR A  
FEDERAL OR STATE PROJECT  
FS-10 (03/15)

☐ = Required Field

Local Agency Information

<b>Funding Source:</b>	ARP-ESSER	
<b>Report Prepared By:</b>	Yara Ortiz	
<b>Agency Name:</b>	New York City Montessori Charter School	
<b>Mailing Address:</b>	423 East 138th Street	
	Street	
	Bronx	NY 10454
	City	State Zip Code
<b>Telephone # of Report Preparer:</b>	347-226-9094	<b>County:</b> Bronx
<b>E-mail Address:</b>	<a href="mailto:ortiz@nycncs.org">ortiz@nycncs.org</a>	
<b>Project Funding Dates:</b>	3/13/2020	9/30/2024
	Start	End

INSTRUCTIONS

- Submit the original FS-10 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 Grants Finance.
- The Chief Administrator's Certification on the Budget Summary worksheet must be signed by the agency's Chief Administrative Officer or properly authorized designee.
- An approved copy of the FS-10 Budget will be returned to the contact person noted above. A window envelope will be used; please make sure that the contact information is accurate and confined to the address field without altering the formatting.
- For information on budgeting refer to the Fiscal Guidelines for Federal and State Aided Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

SALARIES FOR PROFESSIONAL STAFF				
Subtotal - Code 15				\$718,635
Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary	
Special Education Coordinator SY22	1.00	\$92,500	\$92,500	
Special Education Coordinator SY23	1.00	\$95,275	\$95,275	
Special Education Coordinator SY24	1.00	\$98,135	\$98,135	
Director of Special Populations SY22	1.00	\$90,000	\$90,000	
Director of Special Populations SY23	1.00	\$92,700	\$92,700	
Director of Special Populations SY24	1.00	\$95,480	\$95,480	
Culture Coordinator SY22	1.00	\$50,000	\$50,000	
Culture Coordinator SY23	1.00	\$51,500	\$51,500	
Culture Coordinator SY24	1.00	\$53,045	\$53,045	



PURCHASED SERVICES			
Subtotal - Code 40			\$265,600
Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
Video conferencing FY22	Google	\$1,500 per month for 12 months	\$18,000
Video conferencing FY23	Google	\$1,500 per month for 12 months	\$18,000
Video conferencing FY24	Google	\$1,500 per month for 12 months	\$18,000
Crisis Management Professional Development FY22	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Crisis Management Professional Development FY23	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Crisis Management Professional Development FY24	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Safe Restraint Training Professional Development FY22	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Safe Restraint Training Professional Development FY23	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Safe Restraint Training Professional Development FY24	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Orton Gillingham Training Professional Development FY22	Orton Gillingham	\$3000 per staff for 17 instruction staff	\$51,000
Orton Gillingham Training Professional Development FY23	Orton Gillingham	\$2,590 per staff for 17 instructional staff	\$44,030
Orton Gillingham Training Professional Development FY24	Orton Gillingham	\$2,297.1176 per staff for 17 instructional staff	\$39,050

SUPPLIES AND MATERIALS				
Subtotal - Code 45				\$6,375
Description of Item	Quantity	Unit Cost	Proposed Expenditure	
Bluetooth headsets FY22	17.00	\$125.00	\$2,125	
Bluetooth headsets FY23	17.00	\$125.00	\$2,125	
Bluetooth headsets FY4	17.00	\$125.00	\$2,125	

EQUIPMENT				
Subtotal - Code 20				\$421,875
Description of Item	Quantity	Unit Cost	Proposed Expenditure	
SMARTBoards	45.00	\$9,375.00	\$421,875	

**BUDGET SUMMARY**

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$718,635
Support Staff Salaries	16	
Purchased Services	40	\$265,600
Supplies and Materials	45	\$6,375
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	\$421,875
Grand Total		\$1,412,485

**CHIEF ADMINISTRATOR'S CERTIFICATION**

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).

9/28/2021

Date



Signature

**Abeku Hayes, Principal****Name and Title of Chief Administrative Officer**

Agency Code:

**320700861005**

Project #:

**5880-21-4875**

Contract #:

Agency Name:

**New York City Montessori Charter School****FOR DEPARTMENT USE ONLY**

Funding Dates:

From

To

Program Approval:

Date:

**Fiscal Year****First Payment****Line #**

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Voucher #

First Payment



**Finance:** Logged \_\_\_\_\_

Approved \_\_\_\_\_

MIR \_\_\_\_\_

## BUDGET NARRATIVE

<b>LEA: New York City Montessori Charter School</b>	<b>FOR TITLE: ARP-ESSER Funds</b>
<b>BEDSCODE: 320700861005</b>	

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<b>Code 16</b> <i>Support Staff Salaries</i>	

<b>CODE/ BUDGET CATEGORY</b>	<b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b>
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<b>Code 45</b> <i>Supplies and Materials</i>	<p>ARP funding will cover the following supplies and materials:</p> <ul style="list-style-type: none"> <li><i>Bluetooth headsets: \$125 per staff for 17 instructional staff per year for 3 years</i></li> </ul> <p><i>Total = \$6,375</i></p>
<b>Code 46</b> <i>Travel Expenses</i>	
<b>Code 80</b> <i>Employee Benefits</i>	
<b>Code 90</b> <i>Indirect Cost</i>	
<b>Code 49</b> <i>BOCES Services</i>	
<b>Code 30</b> <i>Minor Remodeling</i>	

<b>CODE/ BUDGET CATEGORY</b>	<b>EXPLANATION OF EXPENDITURES IN THIS CATEGORY (as it relates to the program narrative for this title)</b>
<b>Code 20</b> Equipment	<p>ESSER3 funding will cover the following equipment:</p> <ul style="list-style-type: none"> <li>• SMARTBoards: \$9,375 for 15 classrooms per year</li> </ul> <p>The installation of SMART boards will ensure that both students onsite and at home are able to meaningfully engage with classroom content in hopes of limiting the interruption in student learning. SMART boards will allow students to work with interactive assignments as well as the display materials for learners in different locations.</p> <p>Total = \$421,875</p>



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THE STATE EDUCATION DEPARTMENT

PROPOSED AMENDMENT FOR A  
FEDERAL OR STATE PROJECT  
FS-10-A (03/15)

☐ = Required Field

Agency Name:	Choice Charter School	Bronx
Mailing Address:	423 East 138th Street	County
	Bronx, NY 10454	

Agency Code: 320700861005

Amendment #: 001

Project Number: 5880-21-4875

Contract #:

Contact Person: Wanda Andujar

Tel: 347-226-9094

E-mail Address: andujar@nycmcs.org

### INSTRUCTIONS

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  - 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.
- Amendment # at top of this page must be completed.
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By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, & accurate, & the expenditures, disbursements, & cash receipts are for the purposes & objectives set forth in the terms & 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).

Date: 1/23/2023

Signature: 

#### FOR DEPARTMENT USE ONLY

Program Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Finance: ☐  
Logged

☐  
Approved

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 - Professional Salaries	<p>Due to staffing changes and adjustment to actuals, the school will make the following FTE and salary changes:</p> <p>Culture Coordinator SY22: 1.0 FTE of \$35,802 (decrease from \$50,000)</p> <p>Special Education Coordinator SY23: 1.0 FTE of \$91,800 (decrease from \$95,275)</p> <p>Director of Special Populations SY23: 1.0 FTE of \$94,350 (increase from \$92,700)</p> <p>Culture Coordinator SY23: 1.0 FTE of \$36,518 (decrease from \$51,500)</p> <p>Due to a staff change, the school will make the following FTE and salary change for the Special Education Coordinator SY22 (1.0 FTE = \$92,500): original staff member in role was covered for 0.10338 of \$92,500 = \$9,563 (for time period of 7/1/21-8/31/22) and new staff member in role is covered for 0.7715 of \$90,000 = \$69,435 (for time period of 9/27/21-6/30/22); which is a decrease of \$13,502 from the original amount of \$92,500 allocated for the position. The school will now cover a portion of the salary of a second Culture Coordinator in SY22 at 0.30337 of \$35,100 = \$10,648. There have been no changes to the Director of Special Populations SY22, Special Education Coordinator SY24, Director of Special Populations SY24, Culture Coordinator SY24.</p>		\$33,859
16 - Support Staff Salaries			



40 - Purchased Services	Due to adjustment to actuals, the school will decrease the use of ARP funds in its coverage of the following services, for a decrease of \$21,119: Professional Crisis Management Association for Crisis Management PD- \$31,499 (from \$38,760) Professional Crisis Management Association for Safe Restraint Training- \$24,902 (from \$38,760) The school will no longer use ARP funds for Orton Gillingham services, which is a decrease of \$134,080. The school will now use ARP funds to cover the following services, for an increase of \$431,382: Branching Minds – 100% of flat rate = \$6,450; Mamre Heating & Cooling, Inc.– 100% of contract rate for HVAC repairs = \$381,526; Pearson Ed/Savvas – K-5 interactive social studies courseware at \$189.89/unit for 73.14 unit = \$13,889; Wilson Language – 1 Foundations classroom set = \$9,041; Great Minds – 100% of contract rate for math curriculum professional development = \$20,476	\$276,183			
45 - Supplies & Materials	The school will no longer use ARP funds for Bluetooth headsets (\$6,375). The school will now use ARP funds for Eureka curriculum materials at approx. \$630.26/student for 295 students = \$185,926.	\$179,551			
46 - Travel Expenses					
80 - Employee Benefits					
90 - Indirect Cost					
49 - Boces Services					
30 - Minor Remodeling					
20 - Equipment	The school will no longer use ARP funds for SMART boards (\$421,875).		\$421,875		
ENTER BUDGET >	Total Increase or Decrease:	(+) \$	455,734	(-) \$	455,734
	Net Increase or Decrease:	\$ 0			
	Previous Budget Total:	\$ 1,412,485			
	Proposed Amended Total:	\$ 1,412,485			

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FS-10 (03/15)

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Local Agency Information

<b>Funding Source:</b>	ARP-ESSER	
<b>Report Prepared By:</b>	Yara Ortiz	
<b>Agency Name:</b>	New York City Montessori Charter School	
<b>Mailing Address:</b>	423 East 138th Street	
	Street	
	Bronx	NY 10454
	City	State Zip Code
<b>Telephone # of Report Preparer:</b>	347-226-9094	<b>County:</b> Bronx
<b>E-mail Address:</b>	<a href="mailto:ortiz@nycncs.org">ortiz@nycncs.org</a>	
<b>Project Funding Dates:</b>	3/13/2020	9/30/2024
	Start	End

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SALARIES FOR PROFESSIONAL STAFF				
Subtotal - Code 15				\$718,635
Specific Position Title	Full-Time Equivalent	Annualized Rate of Pay	Project Salary	
Special Education Coordinator SY22	1.00	\$92,500	\$92,500	
Special Education Coordinator SY23	1.00	\$95,275	\$95,275	
Special Education Coordinator SY24	1.00	\$98,135	\$98,135	
Director of Special Populations SY22	1.00	\$90,000	\$90,000	
Director of Special Populations SY23	1.00	\$92,700	\$92,700	
Director of Special Populations SY24	1.00	\$95,480	\$95,480	
Culture Coordinator SY22	1.00	\$50,000	\$50,000	
Culture Coordinator SY23	1.00	\$51,500	\$51,500	
Culture Coordinator SY24	1.00	\$53,045	\$53,045	

PURCHASED SERVICES			
Subtotal - Code 40			\$265,600
Description of Item	Provider of Services	Calculation of Cost	Proposed Expenditure
Video conferencing FY22	Google	\$1,500 per month for 12 months	\$18,000
Video conferencing FY23	Google	\$1,500 per month for 12 months	\$18,000
Video conferencing FY24	Google	\$1,500 per month for 12 months	\$18,000
Crisis Management Professional Development FY22	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Crisis Management Professional Development FY23	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Crisis Management Professional Development FY24	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Safe Restraint Training Professional Development FY22	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Safe Restraint Training Professional Development FY23	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Safe Restraint Training Professional Development FY24	Professional Crisis Management Association	\$760 per staff for 17 instructional staff	\$12,920
Orton Gillingham Training Professional Development FY22	Orton Gillingham	\$3000 per staff for 17 instruction staff	\$51,000
Orton Gillingham Training Professional Development FY23	Orton Gillingham	\$2,590 per staff for 17 instructional staff	\$44,030
Orton Gillingham Training Professional Development FY24	Orton Gillingham	\$2,297.1176 per staff for 17 instructional staff	\$39,050

SUPPLIES AND MATERIALS				
Subtotal - Code 45				\$6,375
Description of Item	Quantity	Unit Cost	Proposed Expenditure	
Bluetooth headsets FY22	17.00	\$125.00	\$2,125	
Bluetooth headsets FY23	17.00	\$125.00	\$2,125	
Bluetooth headsets FY4	17.00	\$125.00	\$2,125	

EQUIPMENT				
Subtotal - Code 20				\$421,875
Description of Item	Quantity	Unit Cost	Proposed Expenditure	
SMARTBoards	45.00	\$9,375.00	\$421,875	



**BUDGET SUMMARY**

SUBTOTAL	CODE	PROJECT COSTS
Professional Salaries	15	\$718,635
Support Staff Salaries	16	
Purchased Services	40	\$265,600
Supplies and Materials	45	\$6,375
Travel Expenses	46	
Employee Benefits	80	
Indirect Cost	90	
BOCES Services	49	
Minor Remodeling	30	
Equipment	20	\$421,875
Grand Total		\$1,412,485

**CHIEF ADMINISTRATOR'S CERTIFICATION**

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).

9/28/2021

Date



Signature

**Abeku Hayes, Principal****Name and Title of Chief Administrative Officer**

Agency Code:

**320700861005**

Project #:

**5880-21-4875**

Contract #:

Agency Name:

**New York City Montessori Charter School****FOR DEPARTMENT USE ONLY**

Funding Dates:

From

To

Program Approval:

Date:

**Fiscal Year****First Payment****Line #**

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Voucher #

First Payment

**Finance:** Logged \_\_\_\_\_

Approved \_\_\_\_\_

MIR \_\_\_\_\_

The University of the State of New York  
THE STATE EDUCATION DEPARTMENT

PROPOSED AMENDMENT FOR A  
FEDERAL OR STATE PROJECT  
FS-10-A (03/15)

☐ = Required Field

Agency Name:	Choice Charter School	Bronx
Mailing Address:	423 East 138th Street	County
	Bronx, NY 10454	

Agency Code: 320700861005

Amendment #: 001

Project Number: 5880-21-4875

Contract #:

Contact Person: Wanda Andujar

Tel: 347-226-9094

E-mail Address: andujar@nycmcs.org

## INSTRUCTIONS

- Submit the original and two copies directly to the same State Education Department office where budget was mailed. DO NOT submit this form to Grants Finance.
- This form need only be submitted for budget changes that require prior approval as follows:
  - 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.
- Amendment # at top of this page must be completed.
- If extra room is needed for explanations, expand the rows using the row breaks on the left.
- Do not use the FS-10-A for requesting a project extension.

### CHIEF ADMINISTRATOR'S CERTIFICATION

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, & accurate, & the expenditures, disbursements, & cash receipts are for the purposes & objectives set forth in the terms & 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).

Date: 1/23/2023

Signature: 

### FOR DEPARTMENT USE ONLY

Program Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Finance: ☐  
Logged

☐  
Approved



SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 - Professional Salaries	<p>Due to staffing changes and adjustment to actuals, the school will make the following FTE and salary changes:</p> <p>Culture Coordinator SY22: 1.0 FTE of \$35,802 (decrease from \$50,000)</p> <p>Special Education Coordinator SY23: 1.0 FTE of \$91,800 (decrease from \$95,275)</p> <p>Director of Special Populations SY23: 1.0 FTE of \$94,350 (increase from \$92,700)</p> <p>Culture Coordinator SY23: 1.0 FTE of \$36,518 (decrease from \$51,500)</p> <p>Due to a staff change, the school will make the following FTE and salary change for the Special Education Coordinator SY22 (1.0 FTE = \$92,500): original staff member in role was covered for 0.10338 of \$92,500 = \$9,563 (for time period of 7/1/21-8/31/22) and new staff member in role is covered for 0.7715 of \$90,000 = \$69,435 (for time period of 9/27/21-6/30/22); which is a decrease of \$13,502 from the original amount of \$92,500 allocated for the position. The school will now cover a portion of the salary of a second Culture Coordinator in SY22 at 0.30337 of \$35,100 = \$10,648. There have been no changes to the Director of Special Populations SY22, Special Education Coordinator SY24, Director of Special Populations SY24, Culture Coordinator SY24.</p>		\$33,859
16 - Support Staff Salaries			

40 - Purchased Services	Due to adjustment to actuals, the school will decrease the use of ARP funds in its coverage of the following services, for a decrease of \$21,119: Professional Crisis Management Association for Crisis Management PD- \$31,499 (from \$38,760) Professional Crisis Management Association for Safe Restraint Training- \$24,902 (from \$38,760) The school will no longer use ARP funds for Orton Gillingham services, which is a decrease of \$134,080. The school will now use ARP funds to cover the following services, for an increase of \$431,382: Branching Minds – 100% of flat rate = \$6,450; Mamre Heating & Cooling, Inc.– 100% of contract rate for HVAC repairs = \$381,526; Pearson Ed/Savvas – K-5 interactive social studies courseware at \$189.89/unit for 73.14 unit = \$13,889; Wilson Language – 1 Foundations classroom set = \$9,041; Great Minds – 100% of contract rate for math curriculum professional development = \$20,476	\$276,183			
45 - Supplies & Materials	The school will no longer use ARP funds for Bluetooth headsets (\$6,375). The school will now use ARP funds for Eureka curriculum materials at approx. \$630.26/student for 295 students = \$185,926.	\$179,551			
46 - Travel Expenses					
80 - Employee Benefits					
90 - Indirect Cost					
49 - Boces Services					
30 - Minor Remodeling					
20 - Equipment	The school will no longer use ARP funds for SMART boards (\$421,875).		\$421,875		
ENTER BUDGET >	Total Increase or Decrease:	(+) \$	455,734	(-) \$	455,734
	Net Increase or Decrease:	\$ 0			
	Previous Budget Total:	\$ 1,412,485			
	Proposed Amended Total:	\$ 1,412,485			



☐ = Required Field

<b>Project #:</b>		<b>Contract #:</b>	
<b>5880-21-4875</b>			
<b>Agency Code:</b>		<b>320700861005</b>	
Funding Source:	ARP-ESSER 3		
Agency Name:	Choice Charter School		
Mailing Address:	423 East 138th Street		
	Street		
	Bronx	NY	10454
	City	State	Zip Code
Contact Person:	Wanda Andujar	Telephone:	347-226-9094
E-mail Address:	Andujar@nycmcs.org		
		Report Period:	03 / 23 Month/Year

**CHIEF ADMINISTRATOR'S CERTIFICATION**

*By signing this report, I certify to the best of my knowledge & belief that the report is true, complete, & accurate, & the expenditures, disbursements, & cash receipts are for the purposes & objectives set forth in the terms & 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).*

Date: 5/24/2023

Signature: 

1. Amount of Approved Budget (Include approved amendments)	\$ <span style="border: 1px solid black; padding: 2px;">1,412,485</span>
2. Project Payments Received to Date	\$ <span style="border: 1px solid black; padding: 2px;">465,928</span>
3. Project Cash Expenditures to Date	\$ <span style="border: 1px solid black; padding: 2px;">518,345</span>
4. Cash Expenditures Anticipated During Next Month:	\$ <span style="border: 1px solid black; padding: 2px;">0</span>
5. Additional Funds Requested (Entries 3 plus 4 minus 2)	\$ <span style="border: 1px solid black; padding: 2px;">52,417</span>

**FOR DEPARTMENT USE ONLY**

Voucher #:	Fiscal Year	Payment Split	Line #
		\$	
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		\$	
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## INSTRUCTIONS

Use this form to request funds from a grant approved by the State Education Department. Before submitting a request to Grants Finance, local agency staff must have a clear understanding of the policies and procedures regarding payments for federal and State grants. The Department will consider the Chief Administrator's signature on the form to be confirmation of the agency's knowledge of and agreement to meet the requirements. The requirements that must be met in order to receive funds using form FS-25 are addressed in Grants Finance's Fiscal Guidelines for Federal and State Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

Please review your agency's budget, amendment, expenditure and payment records prior to completing the FS-25.

Line 1 - Amount of Approved Budget: Enter the total amount of the approved budget plus any approved budget amendments.

Line 2 - Project Payments Received to Date: Enter the total of any payments received by the agency for this particular grant.

Line 3 - Project Cash Expenditures to Date: Enter the total amount of actual expenditures made under this grant.

Line 4 - Cash Expenditures Anticipated During the Next Month: Request only what is needed to support grant activities during the next month, minimizing the time between receipt of the funds and disbursement. Enter zero if the grant program is reimbursement only or if your agency is receiving payments on a reimbursement-only basis.

Line 5 - Additional Funds Requested: Add lines 3 and 4, then subtract 2. Enter the result in line 5. If line 5 is zero or less, do not submit a form FS-25.

Please use whole dollar amounts.

Send one copy with original signature directly to Grants Finance for each grant. For Special Legislative Projects, send one original and two copies to Grants Finance.

The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
 Grants Finance, Rm. 510W EB  
 Albany, New York 12234

**REQUEST FOR FUNDS FOR A  
 FEDERAL OR STATE PROJECT  
 FS-25 (03/17)**

☐ = Required Field

<b>Project #:</b>		<b>Contract #:</b>	
<b>5891-21-4875</b>		<input style="width: 150px; height: 20px;" type="text"/>	
<b>Agency Code:</b>		<b>320700861005</b>	
Funding Source:	CRRSA-ESSER II		
Agency Name:	Choice Charter School		
Mailing Address:	423 East 138th Street		
	Street		
	Bronx	NY	10454
	City	State	Zip Code
Contact Person:	Wanda Andujar	Telephone:	347-226-9094
E-mail Address:	Andujar@nycmcs.org		
		Report Period:	<div style="display: inline-block; border: 1px solid black; padding: 2px 10px;">05</div> <div style="display: inline-block; border: 1px solid black; padding: 2px 10px;">23</div> Month/Year

**CHIEF ADMINISTRATOR'S CERTIFICATION**

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Date: 5/18/2023

Signature: 

1. Amount of Approved Budget (Include approved amendments)	\$ <input style="width: 100px;" type="text" value="1,412,485"/>
2. Project Payments Received to Date	\$ <input style="width: 100px;" type="text" value="518,345"/>
3. Project Cash Expenditures to Date	\$ <input style="width: 100px;" type="text" value="1,053,805"/>
4. Cash Expenditures Anticipated During Next Month:	\$ <input style="width: 100px;" type="text" value="168,443"/>
5. Additional Funds Requested (Entries 3 plus 4 minus 2)	\$ <input style="width: 100px;" type="text" value="703,903"/>

**FOR DEPARTMENT USE ONLY**

Voucher #:	Fiscal Year	Payment Split	Line #
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		\$	
Finance: <input style="width: 50px; height: 20px;" type="text"/>		\$	
<input style="width: 50px; height: 20px;" type="text"/>		\$	

LOG

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## INSTRUCTIONS

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