

NYSED ARRA Reporting System – Access Information and Screen Shots

If you need assistance logging onto the NYSED Business Application Portal, please follow the directions below:

Access to the NYSED Business Application Portal (<http://portal.nysed.gov>) can be managed for participating LEA staff using SEDDAS, the SED Delegated Account System. Only designated school district personnel (usually the superintendent) can manage user IDs and passwords. After logging onto the portal there is a link to SEDDAS listed under applications. (If you forgot your portal password there is a link on this page to reset it.)

For guidance on how to use SEDDAS, please refer to this page:

<http://www.p12.nysed.gov/seddas/seddashome.html>

For assistance using the SEDDAS system, you may contact NYSED using the following:

SEDDAS Help Desk: (518) 473-8832

Or

E-mail: seddas_help@mail.nysed.gov

IMPORTANT: If you are adding access for a new principal then you will need to update SEDREF first. Please refer to this page for guidance on this:

<http://www.p12.nysed.gov/sedrefupdate.html>

Select "American Recovery and Reinvestment Act (ARRA) Reporting System"

The screenshot shows the NYSED.gov Business Portal in Internet Explorer. The browser title is "New York State Application Portal - Windows Internet Explorer provided by NYS Education Department". The address bar shows "http://portal.nysed.gov/portal/page/pref/PortalApp". The page features a navigation bar with "Business Portal", "FAQ's", "Reset Password", and "Log Off". A welcome message for "Ronald Gill" is displayed. The main content area is titled "The NYSED Application Business Portal" and includes a "My Applications" section with a "Notice: If the Superintendent or Principal has Changed" and a "Click Here" link. A yellow arrow points to the "American Recovery and Reinvestment Act (ARRA) Reporting System" link. Below this are sections for "Public Interest" and "Other Applications".

Business Portal | **FAQ's** | **Reset Password** | **Log Off**

Welcome Ronald Gill [Forgot your password?](#)

The NYSED Application Business Portal

[CLICK HERE for new Password Change procedures for some applications](#)

My Applications

Notice:
If the Superintendent or Principal has Changed
(DOES NOT APPLY to SUMMER SCHOOL PRINCIPALS)
[Click Here](#)

[American Recovery and Reinvestment Act \(ARRA\) Reporting System](#)
[Race To The Top](#)

Public Interest

For more information on our applications visit our [Online Services](#) page.

- [Approved Preschool Special Education Programs Site Search](#)
- [Inventory of Registered Programs](#)
- [Look Up Postal Zip Codes](#)
- [NYSED Public web site](#)
- [Professional License Online Verification Searches](#)
- [SEDFREF Query](#)
- [Teacher Certification Help](#)
- [TEACH Public Inquiry System](#)
- [Virtual Learning System \(VLS\)](#)

Other Applications

You may be required to sign in to access these applications

- [Child Nutrition Knowledge Center \(CN\)](#)
- [Electronic Liberty Partnerships Program System \(ELPPS\)](#)
- [Impartial Hearing Reporting System \(IHRS\)](#)
- [Rate Setting Unit \(RSU\)](#)
- [System to Track and Account for Children \(STAC\)](#)
- [Teacher's Certification \(TEACH\)](#)
- [VESID PD System Login](#)

[Privacy Policy](#)

Scroll to the bottom of this page...

ARRA - Select a Fund - Windows Internet Explorer provided by NYS Education Department

http://eservices.nysed.gov/arra/checkLoginAction.do

File Edit View Favorites Tools Help

ARRA - Select a Fund

ARRA Reporting System
American Recovery and Reinvestment Act

NYSED.gov

Select a Fund

Main | Dashboard Ronald Gill | Approver

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Quarterly Reporting System Now Closed for 2011 - Quarter 3 Period

General

Many of the ARRA grant award periods ended on June 30, 2011. In such cases, sub-recipients may need to file a Q3 2011 quarterly report to capture the FTE's funded directly in the period June 16-30, 2011 as a result of the federal reporting guidelines. In most cases, this will simply mean copying the prior period's (Q2 2011) FTE's from the left-hand column to the right-hand, current period column. Also, remember to record any final vendor payments that may have been incurred prior to June 30, 2011.

Title I ARRA funds were allowed to be incurred through August 31, 2011 and should be reported as usual.

Education Jobs Fund (EJF) and Race to the Top (RTTT) funds continue into the 2011-12 school year and should be reported if shown as an open project.

Note that sub-recipients will only report on approved award amounts. If you do not see a particular award in the drop-down box below, that you believe you are receiving and should be reporting on, you should contact the appropriate SED Program Office to review the reason(s) for the discrepancy. You may also submit an email request to the general ARRA Reporting mailbox emscmots@mail.nysed.gov and we will pass it on to the appropriate office. For each grant displayed in the system, CEOs are expected to certify and submit a report, even if there has been no activity in the current quarter.

For each grant award, review the existing narrative(s), job numbers, infrastructure amounts where applicable, and vendor information. Make changes as appropriate to reflect activity during the current reporting period for each fund.

The Superintendent or Chief Executive must complete the process by certifying and submitting each fund, whether or not there have been additions or corrections to the data.

Reporting Jobs Created or Retained

Consistent with federal guidance on jobs reported under ARRA, jobs reported as created or retained must be paid directly with ARRA funds. ARRA grant recipients should count only the ARRA-funded FTEs in the current reporting quarter.

Expenditure Reporting

As with previous ARRA quarterly reporting, sub-recipients will submit expenditure data to draw down funds from the appropriate NYSED payment office, which will provide this information to the ARRA reporting system for inclusion in the quarterly report. Except for infrastructure expenses and payments to outside vendors, sub-recipients do not report expenditure data directly in the ARRA reporting system.

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...this is the view at the bottom of the page. Select “Application, Budgets, Amendments, and Finals”

ARRA - Select a Fund - Windows Internet Explorer provided by NYS Education Department

http://eservices.nysed.gov/arra/checkLoginAction.do

File Edit View Favorites Tools Help

ARRA - Select a Fund

2010-11 Online Final Expenditure Reporting for Year 2 Education Stabilization Fund (ESF)

Note: All ESF award funds must be encumbered by September 30, 2011. If total expenditures for 2010-11 on allowable ARRA ESF activities are not sufficient to completely obligate all 2010-11 ESF grant award funds, resulting in an outstanding balance in the Budget Summary of the Final Expenditure Report, please call the Office of Grants Management immediately at 518-474-3936.

The online Final Expenditure Report for ARRA ESF funds replaces the traditional FS-10-F closeout process for this grant. (Please note that the online Final Expenditure Report will only be used for ARRA Education Stabilization Fund (ESF), Education Jobs Fund (EJF) and Race to the Top (RTTT) funds. All other ARRA grant funds require submission of the FS-10-F Long Form, consistent with standard Department grant processes or other closeout procedures for payment offices other than Grants Finance.)

2011-12 Education Jobs Fund (EJF) Budget Summary

Sub-recipients with a submitted 2010-11 EJF Final Expenditure Report, as shown in the on-line ARRA system, should submit a 2011-12 Budget Summary for the remaining available funds. Sub-recipients that did not spend any funds in 2010-11 or file a Budget Summary for the first year, must file for the full amount of their EJF allocation in 2011-12. Sub-recipients that filed a 2010-11 Final Expenditure Report indicating expenditures for the full EJF grant award were spent prior to July 1, 2011 will not need to file a Budget Summary for 2011-12. Note: All EJF award funds must be budgeted and encumbered by June 30, 2012.

ARRA recipient quarterly reports are required under federal law by Section 1512 of the American Reinvestment and Recovery Act of 2009. The purpose of this reporting is to answer important questions, such as:

- Who is receiving Recovery Act funds and in what amounts?
- What projects or activities are being funded with Recovery Act dollars?
- What is the completion status of such projects or activities?
- What impact have they had on job creation and retention?

The Department has developed this online data collection system to minimize the reporting effort for our customers by pre-populating from existing data collection sources the majority of data elements required by the federal Office of Management and Budget (OMB). Once sub-recipients' certified and submitted data have been reviewed, the Department will integrate all of the data elements with fiscal data from other NYSed systems into a single report and submit it directly to the Federal Reporting site. This will meet all of the current quarterly data reporting requirements for ARRA sub-recipients under Section 1512 of the Act. We will contact sub-recipients to resolve any data quality issues that arise during the Department's review or by federal agencies.

Quarterly Reporting Applications, Budgets, Amendments, and Finals

Please select an application:
Please Select

Continue

Select an application from the list:

ARRA - Select a Fund - Windows Internet Explorer provided by NYS Education Department

http://eservices.nysed.gov/arra/checkLoginAction.do

File Edit View Favorites Tools Help

ARRA - Select a Fund

2010-11 Online Final Expenditure Reporting for Year 2 Education Stabilization Fund (ESF)

Note: All ESF award funds must be encumbered by September 30, 2011. If total expenditures for 2010-11 on allowable ARRA ESF activities are not sufficient to completely obligate all 2010-11 ESF grant award funds, resulting in an outstanding balance in the Budget Summary of the Final Expenditure Report, please call the Office of Grants Management immediately at 518-474-3936.

The online Final Expenditure Report for ARRA ESF funds replaces the traditional FS-10-F closeout process for this grant. (Please note that the online Final Expenditure Report will only be used for ARRA Education Stabilization Fund (ESF), Education Jobs Fund (EJF) and Race to the Top (RTTT) funds. All other ARRA grant funds require submission of the FS-10-F Long Form, consistent with standard Department grant processes or other closeout procedures for payment offices other than Grants Finance.)

2011-12 Education Jobs Fund (EJJ) Budget Summary

Sub-recipients with a submitted 2010-11 EJJ Final Expenditure Report, as shown in the on-line ARRA system, should submit a 2011-12 Budget Summary for the remaining available funds. Sub-recipients that did not spend any funds in 2010-11 or file a Budget Summary for the first year, must file for the full amount of their EJJ allocation in 2011-12. Sub-recipients that filed a 2010-11 Final Expenditure Report indicating expenditures for the full EJJ grant award were spent prior to July 1, 2011 will not need to file a Budget Summary for 2011-12. Note: All EJJ award funds must be budgeted and encumbered by June 30, 2012.

ARRA recipient quarterly reports are required under federal law by Section 1512 of the American Reinvestment and Recovery Act of 2009. The purpose of this reporting is to answer important questions, such as:

- Who is receiving Recovery Act funds and in what amounts?
- What projects or activities are being funded with Recovery Act dollars?
- What is the completion status of such projects or activities?
- What impact have they had on job creation and retention?

Please Select

- Race To The Top (RTTT) Online Budget 2011-12
- Education Jobs Fund - Online Budget 2011-12
- Race To The Top (RTTT) Annual Program Report 2010-2011
- Race To The Top (RTTT) Final Expenditure Report 2010-11
- Education Jobs Fund - Final Expenditure Report 2010-11
- Education Stabilization Fund - Final Expenditure Report 2010-11
- Race To The Top (RTTT) Online Budget 2010-11
- Education Jobs Fund - Amended Online Budget 2010-11
- Education Jobs Fund - Online Budget 2010-11
- Educational Stabilization Fund - Amended Application 2010-11
- Educational Stabilization Fund - Online Application 2010-11
- Education Stabilization Fund - Final Expenditure Report 2009-10
- Education Stabilization Fund - Supplemental Application 2009-10
- Education Stabilization Fund - Original Application 2009-10

Please Select

Continue

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Sample Application Screen Shots

RTTT Online Year 2 Budget 2011-12 – Page One

ARRA - Sub-Recipient Information and Instructions - Windows Internet Explorer provided by NYS Education Department

http://eservices.nysed.gov/arra/fundAction.do

File Edit View Favorites Tools Help

ARRA - Sub-Recipient Information and Instructions

Sub-Recipient Information and Instructions

Thomas McGowan | Submit/Certify

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Race To The Top (RTTT)
Online Budget for School Year 2011-12
Status: NOT SUBMITTED

Name [Fund Summary](#)
Address:

Contact Name:
Telephone Number:
Email Address:
BEDS Code:
Project Code:
DUNS Number:

Central Contractor Registration (CCR) valid until : (Enter as MM/DD/YYYY)

Total Four Year Allocation: \$
Amount Expended in 2010-11: \$
Amount Available for 2011-12: \$

Instructions

- Review Guidance Document located at <http://usny.nysed.gov/rttt/>.
- Review for accuracy the District's assigned DUNS code and date until which the CCR is valid.
- Complete Program Narrative.
- Complete Budget Summary .
- Read Segregation of Funds Statement.
- Read Certification Statement.
- Click Certify and Submit button.
- Budgets should be submitted by 12/15/2011 to ensure timely payment.

Continue

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Sample Application Screen Shots

RTTT Online Year 2 Budget 2011-12 – Page Two

ARRA - Budget Narrative and Budget Summary - Windows Internet Explorer provided by NYS Education Department

http://eservices.nysed.gov/arra/submitInstitutionForm.do

File Edit View Favorites Tools Help

ARRA - Budget Narrative and Budget Summary

American recovery and Reinvestment Act

Budget Narrative and Budget Summary

Thomas McGowan | Submit/Certify

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Race To The Top (RTTT)

2011-12 School Year Budget

This application is for the second year of the RTTT grant. It reflects only the grant award for this year.

Budget Narrative

Please provide a brief Budget Narrative explaining how your LEA intends to use RTTT funds. Provide a narrative for each activity in the budget. Please note that all activities should be consistent with the final approved LEA scope of work.

If you have questions regarding this process, please submit them to the RTTT@mail.nysed.gov email box or call 518-474-5520.

Usage Tips

- Click the icon to add a budget item.
- Click the to edit a budget item.
- Click the to delete a budget item.

Budget Summary

2011-12 School Year Budget			
Activity Code	Budget Category	Budget	
B-1	BOCES Services	\$2,000	
		\$2,000	

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