



Date: August 10, 2010

To: All FY2009-2010 NYS Learn and Serve America Project Directors

From: Richard A. Rose, Associate in Higher Education

Subject: FY 2010-2011 Reapplications

We have completed the review of the 2010-2011 reapplications for all 2009-2010 NYS Learn and Serve Projects, and I am pleased to indicate that all projects will receive the amount of funds requested in their reapplications.

In addition, we received notice yesterday that the NYS LSA K-12 program has received an additional award from the Corporation for National and Community Service over and above the amount needed to continue all current projects. Therefore, those projects who would like to apply for additional funds for the 2010-2011 year should follow the procedures indicated below. The awarding of additional funds shall be distributed according to the following criteria:

- [1] Additional funds to existing Regional Networks (up to \$15,000) for service learning outreach and pilot projects to schools and communities not currently conducting service learning (including but not limited to: American Indian schools and districts serving American Indian students, urban high need school districts, rural high need districts, and special needs student populations).
- [2] Additional funds to existing LSA projects (up to \$5000) for expansion of service learning to additional school buildings and to additional grade levels not currently a part of the service learning project.
- [3] Additional funds to existing LSA projects (up to \$2500) for expansion of service learning to create community service learning partnerships with private, parochial, and charter schools in your community.

FY2010-2011 Additional Funds Application Procedures

All sub grantees and regional network grantees seeking additional funds should submit a Reapplication Funding Request that contains the following items:

1. Completion of an Application Cover Page (form can be found at <http://www.highered.nysed.gov/kiap/LEARNANDSERVE/home.html>)
2. An updated project proposal including the following (2 double spaced pages maximum):

- a. description of program activities for the additional funds
 - b. number of expected student participants resulting from the additional funds
3. A complete detailed amended budget on an FS 20 form (form can be found at <http://www.highered.nysed.gov/kiap/LEARNANDSERVE/home.html>)
 4. A complete detailed amended budget narrative (form can be found at <http://www.highered.nysed.gov/kiap/LEARNANDSERVE/home.html>)
 5. A complete LSA matching budget page (form can be found at <http://www.highered.nysed.gov/kiap/LEARNANDSERVE/home.html>)

All budget pages should include the entire LSA project (not just the requested additional funds).

Since we are working on an extremely short timeframe, we appreciate your assistance. The required reapplication documents, **including one original signature**, must be submitted to our office and **postmarked no later than August 20, 2010**. Please send them to:

Ms. Lisa Drzymala
Education Assistant 1
NYS Learn and Serve America
New York State Education Department
Room 965
89 Washington Avenue
Albany NY 12234

Thank you for your dedication to and continued interest in service learning in New York State.