



The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
 Office of K-16 Initiatives and Access Programs  
 Pre-Collegiate Preparation Programs Unit  
 Albany, New York 12234



<b>Liberty Partnerships Program 2007-2008 Final Report</b>	
Name of Institution:	Date report submitted:
Name of LPP project:	Project Number: <b>0655-08 - _ _ _ _</b>
Mailing Address:	
Name of LPP Director:	e-mail address
Fax number	Telephone number (include area code & extension)
<i>A person who is knowledgeable about the information in this report must be available to respond to questions between August 1, and August 17, 2008. Note: If your grant is funded through a CUNY/SUNY Research Foundation, you must submit a copy of this report to the appropriate foundation liaison.</i>	
Please return an original and one (1) copy to:  New York State Education Department  Pre-Collegiate Preparation Programs Unit  89 Washington Avenue, EBA 965  Albany, NY 12234	<p style="text-align: center;"><b>Signatures</b></p> <hr/> Liberty Partnerships Program Director  <hr/> Date  <hr/> Chief Executive Officer  <hr/> Date

***Due Date: July 31, 2008***

**Table of Contents**

	Assurance of Liberty Partnerships Program Student Eligibility
<a href="#">Table 1</a>	Roster of Schools Attended by LPP Students
<a href="#">Table 2</a>	Roster of Participating Organizations
<a href="#">Table 3</a>	LPP Student Enrollment Roster
<a href="#">Table 3A</a>	LPP Student Distribution by Gender, Ethnicity and Class Level
<a href="#">Table 3B</a>	Program separation by Ethnicity and Gender
<a href="#">Table 4</a>	Report of Services Provided to Students
<a href="#">Table 4A</a>	Student Eligibility by Ethnicity and Gender
<a href="#">Table 5</a>	Summary of Home Visits and Referrals
<a href="#">Table 6</a>	Description of LPP Mentoring Component
<a href="#">Table 7</a>	Summary of Collaborative Efforts
<a href="#">Table 8</a>	2007-2008 Impact of LPP Interventions on Student Risk Factors
<a href="#">Table 9</a>	Distribution of Graduates by Diploma Type, Ethnicity and Gender
<a href="#">Table 10</a>	Postsecondary Education Plans of LPP Students who Graduated Between July 1, 2007 and June 30, 2008 by Ethnicity and Gender
<a href="#">Table 10A</a>	Student Placement Register
<a href="#">Table 11</a>	Plans of LPP Students who Graduated Between July 1, 2007 and June 30, 2008 Not Pursuing Postsecondary Education by Ethnicity and Gender
<a href="#">Table 11A</a>	Student Placement Register
<a href="#">Table 12</a>	Anecdotal Remarks
<a href="#">Table 13</a>	LPP Equipment Inventory
<a href="#">Table 14</a>	Summary of LPP 2007-2008 Program Year Expenditures

**Program Year 2007-2008**

**Assurance of Liberty Partnerships Program Student Eligibility  
For All Students Who Participated in Your LPP Project  
Between July 1, 2007 and June 30, 2008**

The Liberty Partnerships Program has two purposes: (1) to identify students considered to be at risk of dropping out of school; and (2) to provide those students with services designed to increase their motivation and ability to complete secondary education and to seek entry into postsecondary education and/or meaningful employment.

Eligible students are New York State residents enrolled in public or nonpublic schools who are at risk of dropping out of school as measured by:

- Unsatisfactory academic performance
- Inconsistent, poor attendance or truancy
- Behavior/discipline problems
- Family/peers have history of dropping out of school
- Negative change in family circumstances
- History of child abuse or neglect
- Homeless/residence in a shelter or foster care
- History of substance abuse
- Limited English Proficiency
- Teenaged pregnancy and/or parenting
- Negative Peer Pressure
- Other documented factor(s)

**I certify that all students listed in this report are eligible to participate in the Liberty Partnerships Program. I further certify that eligibility documentation is on file at this institution or agency for each LPP student.**

_____	
Project Director's Name (please type or print:)	
_____	
Title	
_____	_____
Signature	Date

**TABLE 1: ROSTER OF SCHOOLS ATTENDED BY LPP STUDENTS**

List all schools attended by students participating in your LPP. If additional space is needed, please copy this page.

Line No. (1)	Name and Address of School (2)	Is there a signed MOA* between the school and your LPP?		Priority Category: CSIP, Rural AIDP, Community Schools, SURR (5)	No. of Students from School Participating in LPP between July 1, 2007 & June 30, 2008 (6)	Grade Levels Served by LPP (7)	School BEDS Code (8)	County or Borough of School (9)	Senate and Assembly District ***	
		Yes (3)	No (4)						S (10)	A (11)
1.										
2.										
3.										
4.										
5.										

\* MOA = Memorandum of Agreement NOTE: A partnership school is one which has signed a memorandum of agreement with your institution's LPP. A non-partnership school is one that is attended by students served by your LPP, but for which there is no MOA.

**THE PROGRAM YEAR BEGINS JULY 1, 2007 AND ENDS JUNE 30, 2008**

\*\* S = Senate A = Assembly NOTE: Your local board(s) of election can provide senate and assembly district numbers by street address, borough, city, or township.

**LPP FINAL REPORT**

**Institution Name:** \_\_\_\_\_

**Page** \_\_\_\_\_ **of** \_\_\_\_\_

**TABLE 2: ROSTER OF PARTICIPATING ORGANIZATIONS**

List all Partner organizations providing services to students participating in your LPP. If additional space is needed, please copy this page.

Line No. (1)	Name and Address of Partner (2)	Enter Organization ID Code* (3)	Is there a signed MOA** between the Organization and your LPP?		No. of LPP Students Served by Organization Between July 1, 2007 and June 30, 2008		Grade Levels Served by Organization (8)	County or Borough of Organization (9)	Senate and Assembly District****		Brief Description of Services Provided (12)
			Yes (4)	No (5)	SU (6)	AY (7)			S (10)	A (11)	
1.											
2.											
3.											
4.											
5.											

\* Partner Organization Code: (1) Local government agency; (2) college/university; (3) not-for-profit community based organization; (4) business; (5) community/fraternal service organization, Rotary clubs, Fraternities, Sororities, American Legions, Masonic Lodges, etc.

\*\* MOA = Memorandum of Agreement NOTE: A partnership organization is one which has signed a memorandum of agreement with your Institution's LPP.

\*\*\* The program year begins July 1, 2007 and ends June 30, 2008, SU – Summer: July 1, 2007 – August 31, 2007; AY = Academic Year: September 1, 2007 – June 30, 2008

\*\*\*\*S = Senate A = Assembly NOTE: Your local board(s) of election can provide senate and assembly district numbers by street address, borough, city, or township.

**TABLE 3: LPP STUDENT ENROLLMENT ROSTER**

Only list students who were enrolled in this project between July 1, 2007 and June 30, 2008.

Line No.	Last Name, First Name, MI (List in Alphabetical Order)	School	Social Security Number	Student Participated in*		Ethnicity Code	Gender Code	Date of Birth	Date of First Entry into LPP	Grade Level as of June 1, 2008	Was student promoted as of the end of the 2007-08 School Year? (Yes or No)	Student Status Continuing (C) New (N) Readmit (R) Inactive (I) Transfer (T)**	Program Separation	
				SU	AY								Code(s)	Date
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1														
2														
3														
4														
5														
6														
7														
8														
9														

Ethnicity Codes: (1) Black (non-Hispanic); (2) Hispanic; (3) White (non-Hispanic); (4) Native American/Alaskan Native; (5) Asian/Pacific Islander; (6) Other

Gender Codes: (M) Male (F) Female

Separation Codes: (E) Employment; (F) Family Responsibilities; (WS) Withdrew from School; (TI) Transferred into another LPP; (TO) Transferred Out of Service Area; (M) Medical; (DS) Dissatisfied with Service; (EA) Involved in Other Extracurricular Activities; (I) Incarcerated; (D) Deceased; (O) Other, please explain; (GC) Graduated, Plans to Attend College; (GE) Graduated, Employed; (GA) Graduated, Armed Services; (G) Graduated, Other Plans; (GU) Graduated, Plans Unknown

\* NOTE: SU = Summer: July 1, 2007 – August 31, 2007 AY – Academic Year: September 1, 2007 – June 30, 2008

\*\* Inactive students are students who were on the 2006-2007 LPP Final Report and did not participate in the 2007-2008 LPP activities. Inactive students must be separated on this report. Only include data about inactive students on Tables 3, 3A, 3B, 4, 5, 9, 10, 10A and 11A





**Table 4: Report of Services Provided to Students Between July 1, 2007 and June 30, 2008**

List all students who were enrolled in this project between July 1, 2007 and June 30, 2008. The students reported on this Table must be the same students reported on Table 3, column 6 and all inactive students.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
Line No.	Last Name, First, MI (List in Alphabetical Order)	Ethnicity	Gender	Grade as of June 1, 2008	Student Eligibility Code(s)	Enter # of hours of service students received between July 1 and June 30						Enter the number of Contacts		
						Academic Support Services	Counseling Services			Workforce Preparation	Cultural Enrichment/ Sports Programs	Mentoring Services	Student Family Outreach*	Student Advocacy
							Academic	College, Career/ Financial Aid	Personal/ Family					
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
<b>TOTALS</b>														

**Ethnicity Codes:** (1) Black (non-Hispanic); (2) Hispanic; (3) White (non-Hispanic); (4) Native American; (5) Asian/Pacific; (6) Other

**Gender Codes** (M) Male (F) Female

**Student Eligibility Codes:** (1) Unsatisfactory academic performance; (2) Inconsistent, low attendance or truancy; (3) Behavior/discipline problems; (4) Family/Peers have history of dropping out of school; (5) Negative change in family circumstances; (6) History of child abuse or neglect; (7) Foster care/homeless/residence in a shelter, (8) History of substance abuse; (9) Limited English Proficiency; (10) Teenaged pregnancy of parenting; (11) Negative peer pressure; (12) Other documented factors.

\***Student Family Outreach** includes home visits to all LPP students and/or documented efforts to retrieve inactive students.

**Table 4A: Student Eligibility by Gender and Ethnicity**

Include all LPP students who were enrolled in your project between July 1, 2007 and June 30, 2008

Line No.	Gender	Racial/Ethnic Category	Student Eligibility Codes												Total
			1	2	3	4	5	6	7	8	9	10	11	12	
1	M A L E S	Black (Non-Hispanic)													
2		Hispanic													
3		White (Non-Hispanic)													
4		Native American/ Alaskan Native													
5		Asian or Pacific Islander													
6		Other/Unknown													
7	<b>SUBTOTAL MALES: (sum of lines 1-6)</b>														
8	F E M A L E S	Black (Non-Hispanic)													
9		Hispanic													
10		White (Non-Hispanic)													
11		Native American/ Alaskan Native													
12		Asian or Pacific Islander													
13		Other/Unknown													
14	<b>SUBTOTAL FEMALES: (sum of lines 8-13)</b>														
15	<b>(sum of lines 7+14) TOTAL</b>														

Student Eligibility Codes: (1) Unsatisfactory academic performance; (2) Inconsistent, low attendance or truancy; (3) Behavior/discipline problems; (4) Family/peers have history of dropping out of school; (5) Negative change in family circumstances; (6) History of child abuse or neglect; (7) Foster care/homeless/residence in a shelter; (8) History of substance abuse; (9) Limited English Proficiency; (10) Teenaged pregnancy or parenting; (11) Negative peer pressure; (12) Other documented factors

**Table 5: Summary of Home Visits and Referrals**

Include only those students who received home visits and referrals between July 1, 2007 and June 30, 2008

**PART A: HOME VISITS**

Line No.	Grade Level	No. of Students Receiving Visit	No. of Home Visits	REASON(S) FOR HOME VISIT(S)**						
				Routine Visit	Academic	Discipline	Attendance	Family Related	Health Related	Other***
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	5									
2	6									
3	7									
4	8									
5	9									
6	10									
7	11									
8	12									
9	U*									
10	Total									

\*Ungraded Students

\*\* There may be multiple reasons for home visits; please count each visit in each category (columns 5 to 11) that applies

\*\*\*Please identify "Other" \_\_\_\_\_

**PART B: REFERRALS**

Line No.	Grade Level	No. of Students Referred	Health Related	TYPE(S) OF REFERRALS						
				Social Services	Legal	Employment	Other Prog. Within School**	Family Counseling	Education Related	Other***
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	5									
2	6									
3	7									
4	8									
5	9									
6	10									
7	11									
8	12									
9	U*									
10	Total									

\*Ungraded Students

\*\*Please identify "Other Programs with School" \_\_\_\_\_

\*\*\*Please identify "Other" \_\_\_\_\_



**Table 7: Summary of Collaborative Efforts**

- A. Letters of Institutional Support and Cooperation from successful grant applicants contained specific elements as standard evidence of its commitment to the mission of the Liberty Partnerships Program. Please describe your progress and give specific examples of how each standard was achieved. Feel free to attach additional pages.**

STANDARD	PROGRESS
Includes LPP in institutional and/or corporate giving program.	
Collaborates with LPP project and partner schools to support local education plans and needs.	
Seeks to improve college preparation and admissions rates among LPP students.	

- B. Memoranda of Agreements between the Liberty Partnerships Program and partner schools and school districts contained specific elements as standard evidence of congruent efforts to facilitate the abilities of at-risk students to achieve the higher learning standards, graduate from high school and be prepared for postsecondary education and the workforce. Please describe your progress and describe how each standard was achieved.**

STANDARD	PROGRESS
The Liberty Partnerships Program is included in the comprehensive and/or local education plans of the district and school building to improve the abilities of at-risk students to graduate from high school and be prepared to enter postsecondary education and the workforce.	
District and building administrators provide information, training, and planning opportunities and other resources to ensure LPP will support and enhance local strategies.	
Appropriate, dedicated space will be provided to support school-based activities.	

- C. LPP projects establish advisory boards of stakeholders to assist with the development and implementation of program components and services. Please describe the composition of and efforts of your advisory board.**

<b>STANDARD</b>	<b>PROGRESS</b>
The Advisory Board consists of local community stakeholders.	
The Advisory Board assists with the development and implementation of program components and services.	
The Advisory Board facilitates inter-intra agency sharing and coordination of resources and services.	
The Advisory Board generates additional resources for LPP project and partner schools.	

**D. Please identify any barriers to your success in parts A-C and how SED might assist you in the future.**

**Table 8: 2007-2008 Impact of LPP Interventions on Student Risk Factors**

For program period July 1, 2007 – June 30, 2008, please describe in concise, anecdotal and measurable terms, the impact LPP interventions has had on project students with the following risk factors:

<b>(1) Risk Factor</b>	<b>(2) Percent of LPP Students Affected</b>	<b>(3) Outcomes</b>
Poor Academic Performance		
Inconsistent or Poor Attendance		
Behavior/Disciplinary Problems		
Family/Peers Have History of Dropping Out of School		
Negative Change in Family Circumstances		
History of Child Abuse or Neglect		
Foster Care/Homeless/Residence in a Shelter		
History of Substance Abuse		
Limited English Proficiency		
Teen Pregnancy and/or Parenting		
Negative Peer Pressure		
Other (Please describe)		

NOTE: The total percentage of students may exceed 100 percent because LPP students may be at risk for multiple reasons.

**Table 9: Distribution of Graduates by Diploma Type, Ethnicity and Gender**

Include all LPP students who GRADUATES from high school between July 1, 2007 and June 30, 2008

NOTE: The total number of graduates on line 15 MUST EQUAL the number of graduates reported on Table 3, Column 14.  
Does line 15 equal the number of graduates reported on Table 3, Column 14? Yes \_\_\_\_ No \_\_\_\_

Line No. (1)	Gender (2)	Racial/Ethnic Category (3)	Type of Diploma					Total (9)
			Regents (4)	Local (5)	IEP* (6)	GED** (7)	C.O.A.*** (8)	
1	MALE	Black (Non-Hispanic)						
2		Hispanic						
3		White (Non-Hispanic)						
4		Native American/ Alaskan Native						
5		Asian or Pacific Islander						
6		Other/Unknown						
7	SUBTOTAL MALE: (sum of lines 1-6)							
8	FEMALE	Black (Non-Hispanic)						
9		Hispanic						
10		White (Non-Hispanic)						
11		Native American/ Alaskan Native						
12		Asian or Pacific Islander						
13		Other/Unknown						
14	SUBTOTAL FEMALE: (sum of lines 8 -13)							
15	TOTAL (sum of lines 7+14)							

\*Individual Education Plan      \*\*General Equivalency Diploma      \*\*\*Certificate of Attendance

Program Year = July 1, 2007 – June 30, 2008

Total number of students reported in grade 12:	_____
Total number of 12 <sup>th</sup> grade graduates:	_____
Total number of graduates pursuing accelerated programs:	_____
Total number of students expected to graduate in Summer 2008:	_____

**Table 10: Postsecondary Education Plans of LPP Students Who Graduated Between July 1, 2007 and June 30, 2008 By Ethnicity and Gender**

Include all LPP students who graduated from high school between July 1, 2007 and June 30, 2008 and plan to attend college

NOTE: The total number of graduates on line 15, column 10 must equal the number of graduates reported with "GC" separation codes on Table 3, column 14.

Line No. (1)	Gender (2)	Racial/Ethnic Category (3)	SUNY (4)	CUNY (5)	NYS Independent (6)	NYS Proprietary (7)	Out-of-State (8)	Undecided (College going but destination was unknown) (9)	Total (10)
1	MALE	Black (Non-Hispanic)							
2		Hispanic							
3		White (Non-Hispanic)							
4		Native American/ Alaskan Native							
5		Asian or Pacific Islander							
6		Other/Unknown							
7	SUBTOTAL MALE: (sum of lines 1-6)								
8	FEMALE	Black (Non-Hispanic)							
9		Hispanic							
10		White (Non-Hispanic)							
11		Native American/ Alaskan Native							
12		Asian or Pacific Islander							
13		Other/Unknown							
14	SUBTOTAL FEMALE: (sum of lines 8 -13)								
15	TOTAL (sum of lines 7+14)								

**Table 10A: Register of LPP Student Placement at a Postsecondary Education Institution**

**Provide information for all students identified on Tables 3 and 10 who report plans to attend a postsecondary education institution after graduating from high school.**

Line (1)	Last Name, First Name, MI (list in alphabetical order) (2)	Postsecondary Education Institution Student Plans to Attend (3)	Start Date (4)	Check all items that apply to each student (5)
1				<input type="checkbox"/> Special Admissions <input type="checkbox"/> Financial Aid <input type="checkbox"/> Regular Admission <input type="checkbox"/> LPP Related Scholarship <input type="checkbox"/> Other (specify)
2				<input type="checkbox"/> Special Admissions <input type="checkbox"/> Financial Aid <input type="checkbox"/> Regular Admission <input type="checkbox"/> LPP Related Scholarship <input type="checkbox"/> Other (specify)
3				<input type="checkbox"/> Special Admissions <input type="checkbox"/> Financial Aid <input type="checkbox"/> Regular Admission <input type="checkbox"/> LPP Related Scholarship <input type="checkbox"/> Other (specify)
4				<input type="checkbox"/> Special Admissions <input type="checkbox"/> Financial Aid <input type="checkbox"/> Regular Admission <input type="checkbox"/> LPP Related Scholarship <input type="checkbox"/> Other (specify)
5				<input type="checkbox"/> Special Admissions <input type="checkbox"/> Financial Aid <input type="checkbox"/> Regular Admission <input type="checkbox"/> LPP Related Scholarship <input type="checkbox"/> Other (specify)
6				<input type="checkbox"/> Special Admissions <input type="checkbox"/> Financial Aid <input type="checkbox"/> Regular Admission <input type="checkbox"/> LPP Related Scholarship <input type="checkbox"/> Other (specify)

**Table 11: Plans of LPP Students Who Graduated Between July 1, 2007 and June 30, 2008 Not Pursuing Postsecondary Education By Ethnicity and Gender**

Include all LPP students who graduated from high school between July 1, 2007 and June 30, 2008 and plan to attend college

NOTE: The total number of graduates on line 15, column 10 must equal the number of graduates reported with "GE or GA" separation codes on Table 3, column 14.

Line No.	Gender	Racial/Ethnic Category	Vocational Training	Apprenticeship Program	Armed Services	Employment	Seeking Employment	Other*	Unknown	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	MALE	Black (Non-Hispanic)								
2		Hispanic								
3		White (Non-Hispanic)								
4		Native American/ Alaskan Native								
5		Asian or Pacific Islander								
6		Other/Unknown								
7	Subtotal (sum of lines 1-6)									
8	FEMALE	Black (Non-Hispanic)								
9		Hispanic								
10		White (Non-Hispanic)								
11		Native American/ Alaskan Native								
12		Asian or Pacific Islander								
13		Other/Unknown								
14	Subtotal (sum of lines 8 -13)									
15	TOTAL (sum of lines 7+14)									

\*Please identify: \_\_\_\_\_

**Table 11A: Register of LPP Student Employment Placement**

Provide information for all students identified on Tables 3 and 11 who report plans to pursue employment after graduation

Line (1)	Last Name, First Name, MI (list in alphabetical order) (2)	Name of Employer and Student's Initial Job Title/Occupation/Career Track (3)	Start Date (4)	Check all items that apply to each student (5)
1.				-----Trainee/Apprenticeship -----Regular full-time employment -----Opportunity for continuing education and advancement -----Plans to continue school part-time
2.				-----Trainee/Apprenticeship -----Regular full-time employment -----Opportunity for continuing education and advancement -----Plans to continue school part-time
3.				-----Trainee/Apprenticeship -----Regular full-time employment -----Opportunity for continuing education and advancement -----Plans to continue school part-time
4.				-----Trainee/Apprenticeship -----Regular full-time employment -----Opportunity for continuing education and advancement -----Plans to continue school part-time
5.				-----Trainee/Apprenticeship -----Regular full-time employment -----Opportunity for continuing education and advancement -----Plans to continue school part-time



**Table 13: LPP Equipment Inventory**

**PLEASE NOTE: All equipment purchased with Liberty Partnerships Program funds is the property of the State Education Department and shall be returned to the Department if the LPP program is discontinued. (See Program Guidelines.)**

Please complete a separate form for each piece of equipment costing in excess of \$5,000 purchased with LPP funds between JULY 1, 2007 and JUNE 30, 2008. Equipment includes, but is not limited to: computers, printers, modems, and video equipment. All equipment purchased with LPP funds is subject to prior approval from the New York State Education Department.

Type of Equipment: \_\_\_\_\_

Make/model: \_\_\_\_\_ Serial number: \_\_\_\_\_

Vendor: \_\_\_\_\_ Invoice number: \_\_\_\_\_

Total cost: \_\_\_\_\_ LPP funds: \_\_\_\_\_ Institution funds: \_\_\_\_\_ Other sources: \_\_\_\_\_

Current location of equipment: \_\_\_\_\_

Person responsible for  
 Overseeing the use of the equipment: \_\_\_\_\_ Title: \_\_\_\_\_

Original purpose of purchase: \_\_\_\_\_

Current major uses of the equipment: \_\_\_\_\_

Indicate the user group(s) and the percentage of time they use this equipment (e.g., LPP students, 50%; program administrator(s), 25%): \_\_\_\_\_

<b>Name of person completing this form:</b>	<b>Telephone Number:</b>
	(    )
<b>Title:</b>	
<b>Signature:</b>	

**LPP FINAL REPORT**

**INSTITUTION:** \_\_\_\_\_  
**Number of LPP Students Served:** \_\_\_\_\_

**Table 14: Summary of LPP 2007-2008 Program Year Expenditures**

Include all expenditures incurred between July 1, 2007 and June 30, 2008

Round Cents to the Nearest Dollar

<b>Line No.</b>	<b>Expenditure Category</b>	<b>Code</b>	<b>LPP (1)</b>	<b>Institution (2)</b>	<b>Other Sources (3)</b>	<b>TOTAL (4)</b>
1	<b>Salaries for Professional Personnel</b>	15				
2	<b>Salaries for Non-Professional Personnel</b>	16				
	a. Clerical/Secretarial					
	b. Student Assistants					
	c. Other					
3	<b>Purchased Services</b>	40				
	a. Contractual Services					
	b. Sub-contractual Services					
4	<b>Supplies &amp; Materials</b>	45				
	a. Instructional					
	b. Other					
5	<b>Travel Expenses</b>	46				
	a. Student/Programmatic					
	b. Staff/Administrative					
6	<b>Employee Benefits</b>	80				
	a. Professional					
	b. Clerical/Secretarial					
	c. Student Assistants					
	d. Other					
7	<b>SUBTOTAL of Lines 1-6</b>					
8	<b>Indirect Cost*</b>	90				
9	<b>BOCES Services</b>	49				
10	<b>Minor Remodeling</b>	30				
11	<b>Equipment</b>	20				
12	<b>GRAND TOTAL</b>					

The figures to be reported in the LPP column (1) on lines with the FS-10-F number codes must equal the totals reported for each budget code category on the FS-10-F form.

\*LPP Indirect cost (column 1) equals a maximum 8% of SUBTOTAL (line 7). Equipment, Minor Remodeling and BOCES Services are not included when computing indirect cost.