

Smart Schools Bond Act

Completing the Smart Schools Investment Plan



The screenshot shows the NYSED.gov Business Portal. At the top, there is a navigation bar with links for Business Portal, FAQ's, Reset Password, and Log Off. Below the navigation bar, a welcome message reads "Welcome STEPHEN MCNALLY" with a link to "Change your password". The main heading is "The NYSED Application Business Portal". Under "My Applications", a prominent notice states: "Notice: If the Superintendent or Principal has Changed (DOES NOT APPLY to SUMMER SCHOOL PRINCIPALS)". A blue link "Click Here" points to a list of systems: "State Aid Management System (SAMS)", "American Recovery and Reinvestment Act (ARRA) Reporting System", and "SED Monitoring and Vendor Performance System". A red arrow points to the "SED Monitoring and Vendor Performance System" link. Below this list is a button labeled "SEDDAS USER GUIDE". On the left side, there is a "Public Interest" section with a list of links: "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", "SEDREF Query", "Teacher Certification Help", and "TEACH Public Inquiry System". On the right side, there is an "Other Applications" section with a list of links: "Child Nutrition Knowledge Center (CN)", "Impartial Hearing Reporting System (IHRS)", "Rate Setting Unit (RSU)", "System to Track and Account for Children (STAC)", "Teacher's Certification (TEACH)", "PD System Login", and "Teacher Access and Authorization". A red arrow points to the "Teacher Access and Authorization" link. At the bottom right, there is a link for "Privacy Policy".



A Quick Guide Entitling Users to SED Monitoring System Smart Schools Bond Act

User Roles that exist in the State Education Department Delegated Account System (SEDDAS):


Role	Permissions
Delegated Administrator (DA)	<ul style="list-style-type: none">⌚ Create a user account⌚ Update a user account⌚ Disable a user account⌚ Reactivate a user account⌚ Reset user passwords
Entitlement Administrator (EA)	<ul style="list-style-type: none">⌚ Entitle users to applications
Delegated/Entitlement Administrator (DA/EA)	<ul style="list-style-type: none">⌚ Create a user account⌚ Update a user account⌚ Disable a user account⌚ Reactivate a user account⌚ Reset user passwords⌚ Entitle users to applications
Super Delegated Administrator (SDA) – (available only to Public School Superintendents)	<ul style="list-style-type: none">⌚ Create a user account⌚ Update a user account⌚ Disable a user account⌚ Reactivate a user account⌚ Reset user passwords⌚ Entitle users to applications⌚ Create other DA, EA, and DA/EA accounts




All public school districts have a Super Delegated Administrator (SDA). They may or may not have assigned the roles of DA, EA, or DA/EA to one or more persons working at the district.

These are the steps to follow when providing access to the survey:

The DA/EA will create a user account if the person who will enter the plan into the portal does not have SEDDAS permissions. **Important note: The user account must be at the district, not school level in order for the user to be able to access the SSBA survey.**

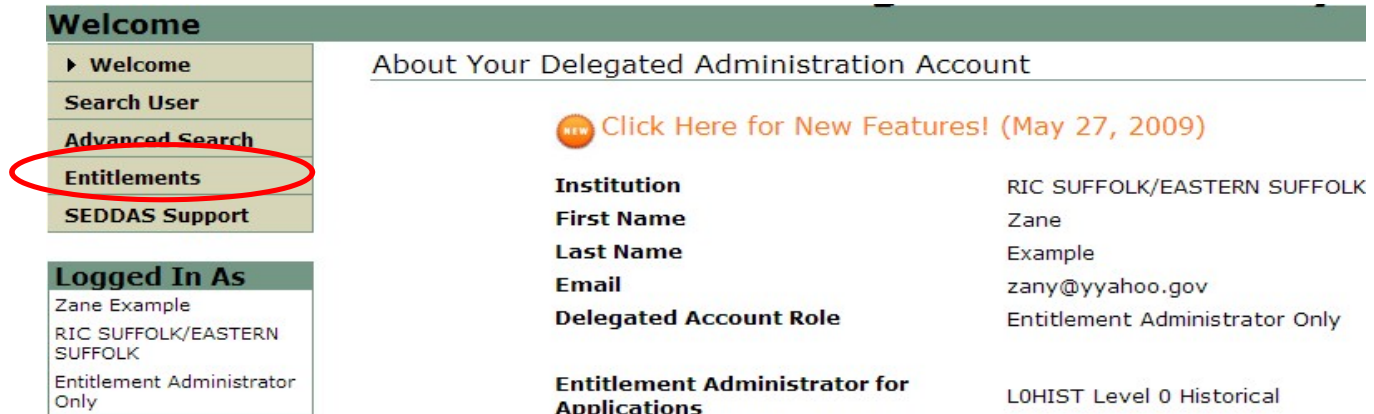


Once a user has SEDDAS permissions, the EA or DA/EA will entitle the user to the SED Monitoring application. The user will then be assigned the role of Data Access for Data View and/or Data Entry for the Smart Schools Bond Act survey.



How a district EA or DA/EA can entitle another district user for SED Monitoring & Vendor Performance System

Step 1: After logging into SEDDAS, use the menu on the left to select 'Entitlements'.



The screenshot shows the SEDDAS user interface. On the left, there is a navigation menu with the following items: Welcome, Search User, Advanced Search, Entitlements (circled in red), and SEDDAS Support. Below the menu is a 'Logged In As' section showing the user's name (Zane Example), institution (RIC SUFFOLK/EASTERN SUFFOLK), and role (Entitlement Administrator Only). The main content area is titled 'About Your Delegated Administration Account' and includes a 'Click Here for New Features! (May 27, 2009)' link. Below this, there is a table of user details:

Institution	RIC SUFFOLK/EASTERN SUFFOLK
First Name	Zane
Last Name	Example
Email	zany@yyahoo.gov
Delegated Account Role	Entitlement Administrator Only
Entitlement Administrator for Applications	LOHIST Level 0 Historical

Step 2: Search for the desired user.

Step 3: Select the desired user and click the 'Select to Entitle User Account' button.

User List

	User ID	First Name	Last Name	
<input checked="" type="radio"/>	andy.example	Andy	Example	A

Select to Entitle

Step 4: Check the box next to “SED Monitor & Vendor Performance System”

Application Choices

Select applications for entitlement

- Examination Request System
- Institution Master File (BEDS)/VADIR
- LOHIST Level 0 Historical - Staff Eval
- LOHIST Level 0 Historical - Student
- L2RPT Level 2 Reporting
- Mandated Services Aid
- NYSSIS
- SED Monitor & Vendor Performance System

Remove Entitlement(s)

Start Entitling

Step 5: Click the ‘Start Entitling’ button.

How to Grant Access to the Smart Schools Bond Act Survey (see next page)

Step 6: Choose a Role – **Select ‘Data Access’** from the drop-down menu next to “Role.”

Step 7: Select “**Data Entry**” access for each user by selecting the “**Smart Schools Bond Act**” box under the Data Entry section. If no Data Entry option is desired, please check ‘N/A’.

Select “**Data View**” access for each user by selecting the “**Smart Schools Bond Act**” box under the Data View section. If no Data View option is desired, please check ‘N/A’.

SED Monitoring & Vendor Performance System

Role **Data Access** ▼

Data Entry

- N/A
- APPR
- Charter School Office
- Ed Tech
- Education Management Services
- Facilities
- MVPS
- NY State Library
- Office of Early Learning
- Office of Higher Education
- Race to the Top
- School Turnaround Office
- Smart Schools Bond Act

Data View

- N/A
- APPR
- Charter School Office
- Ed Tech
- Education Management Services
- Facilities
- MVPS
- NY State Library
- Office of Early Learning
- Office of Higher Education
- Race to the Top
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<< Back Next >>

Once appropriate selections are made in all sections, click Next. You will then be able to click Grant Access. The process will then be complete.

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Dashboard for 

Welcome Message

Welcome to the NYSED Survey System (SEDMonitoring). You are seeing this page as you have been assigned Surveys by Multiple Areas. Please select a System from the list below to view Surveys for that System.

Systems you are associated with

System	
APPR	View Surveys
Ed Tech	View Surveys
Office of Early Learning	View Surveys
Smart Schools Bond Act	View Surveys



Dashboard for [redacted] - Inbox

Welcome Message

Welcome to the New York State Education Department's Smart Schools Bond Act application site. Here you will be able to complete and submit your Smart Schools Investment Plan for review by NYSED staff and receive final approval by the Smart Schools Review Board. Upon such approval, your district will then be able to submit requests for reimbursement for approved eligible costs up to your total allocation.

The application process consists of these elements:

- An Investment Plan Overview Survey that requires short narrative responses to the statutory requirements of the Bond Act.

This survey, upon certification and submission, will serve as the formal completion of a discrete application for a Smart Schools Investment Plan for the funds being requested at this time. It does not have to include all of the allocated funds or eventual projects. The district can file additional submissions in the future for funds still available under its total allocation.

- Individual narrative surveys that describe the proposed use of Bond Act funds among the six categories of eligible capital projects will also be certified and submitted:

- Connectivity Projects for Schools
- Connectivity Projects for Communities
- Learning Technology Equipment or Facilities
- Pre-Kindergarten Facilities
- Classroom Trailer Replacement
- High-Tech Security Project

Only the survey(s) that contain projects and associated budgeted funds are to be certified and submitted with the Investment Plan Overview survey.

[Close](#)

Owners

- [APPR \(3\)](#)
- [Ed Tech \(2\)](#)
- [Office of Early Learning](#)
- [Smart Schools Bond Act \(1\)](#)** →

Inbox (1) ↓		Outbox	Create New Survey		
Survey Recipient	Survey	Cycle	Status	Due Date	
[redacted]	Smart Schools Investment Plan	Pilot	Not Submitted		View Print Print Blank





**Smart Schools Bond Act
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QUESTIONS?

Smart Schools Bond Act Website:

http://www.p12.nysed.gov/mgtserv/smart_schools/

Smart Schools Bond Act Email Box:

smartschools@nysed.gov

SED Office of Educational Management Services

(518) 474-6541