

[Insert District Letterhead]

Date

RE: Systemic Supports for District and School Turnaround (SSDST) Grant
District FINAL REPORT NARRATIVE – **district name**

The following represents the **_____ District** final report on the SSDST Grant for the 2012-2014 school year. The purpose of this report is to provide the NYSED School Turnaround Office with an update on implementation of the district's SSDST grant.

An updated final Project Plan and this final report narrative should be submitted no later than August 31, 2014.

Local Education Agency	School/District/EPO Leads	Proposed Funding 2012-2014/ Project Strand(s) 1-4
Overall District Capacity		
<u>Summary of completion of key actions</u>		
<u>Summary of meeting indicators or project outcomes</u>		
<u>Further actions by the district to address ongoing support of targeted strands throughout the SSDST implementation now that grant timetable is complete</u>		

Please submit the FINAL REPORT NARRATIVE for the SSDST Grant no later than August 31, 2014, electronically to turnaround@mail.nysed.gov or mailed to the NYSED School Turnaround Office (STO), ATTN: SSDST Final Report, Room 475 EBA, 89 Washington Avenue, Albany, NY 12234.

*** STO district liaison will respond via email or phone call to acknowledge receipt and review of report.**