**LPP Final Report Elements**

The 2022-2023 LPP Final Report is due October 20, 2023, for most projects**. For those for whom this is the first final report submission, the deadline date is November 3, 2023.** It will contain basic master record student data and student activity data for LPP students receiving one or more services anytime between September 1, 2022, and August 31, 2023.

The LPP Final Report requires grant recipients to submit their data reporting ACCESS file, with all tabs included, in the secure NYSED Go Anywhere® website by the due date of the Final Report. Information regarding how to create a username and password to access to the Go Anywhere® website should be directed to [Carla.Corina@nysed.gov](mailto:Carla.Corina@nysed.gov).

**Please remember to also upload a copy of your 2022-2023 FS-10F (unless we have written to you asking you to hold your submission) and the 2022-2023 MWBE Compliance Report to GoAnywhere.**

**In addition, by the due date of the Final Report, all LPP grantees must submit a paper copy of the signed and dated Final Report Cover Page to:**

New York State Education Department

Liberty Partnerships Program c/o Lisa Drzymala

Office of Access, Equity and Community Engagement Services

89 Washington Ave, EBA 971

Albany, NY 12234

While submitting the entire ACCESS file from the Final Report with all required annual reporting elements included, the New York State Education Department will only be using information contained in the following fields as part of the Final Report evaluation process:

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| --- | --- |
| **Database Tab** | **Data Elements** |
| Final Cover Page | All Data Elements and Signature |
| Master Record | NYSSIS ID  OSIS ID (NYC Only)  First Name  Last Name  Middle Initial  Current Grade  FERPL |
| Activities Worksheet  (AKA Service Hours) | All Data Elements |
| Final Report Narrative  (AKA Anecdotal Information) | All Data Elements  (Include challenges and successes)  (Include any concerns you have that you may get your liaison involved). |
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