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## **Second Distribution of Teacher's Choice Allocations**

The second and final Teacher's Choice allocations for this school year will be issued as either a direct deposit on **March 6** or a debit card distributed with the **March 16th** payroll (for staff members who aren't enrolled in direct deposit). This distribution is for staff members who meet the program's eligibility requirements but did not receive an allocation in December. All requests for non receipt of an allocation had to be submitted with supporting documentation to our office by February 2, 2009. All individuals reported must currently be reflected in the EIS system with accurate updated information. Unlike in previous years no FY'09 allocations can be issued after this fiscal year.

Please note that **the deadline date to make eligible purchases for this year's program has been extended through March 20, 2009.** However, all accountability reports and original receipts for all items purchased must still be submitted to your principal/supervisor by March 31, 2009.

You can view the complete Teacher's Choice program guidelines, information and forms at <http://schools.nyc.gov/Offices/DFO/BusinessOperations/KeyDocuments/Teachers+Choice.htm>. For additional information, contact the Division of Financial Operation's Special Project Unit at (718) 935-3304 or [specialprojects@schools.nyc.gov](mailto:specialprojects@schools.nyc.gov).