

# Participant Voucher

Participant \_\_\_\_\_ APPID#: \_\_\_\_\_

Address \_\_\_\_\_

Training Site \_\_\_\_\_ Daycare Provider \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Period/Dates of Reimbursement \_\_\_\_\_

| Date | Date | Date | Date | Date | Date | Date | Total Hours or Days |
|------|------|------|------|------|------|------|---------------------|
|      |      |      |      |      |      |      |                     |
|      |      |      |      |      |      |      |                     |

*Participant Signature / Date* \_\_\_\_\_ My signature indicated that the hours/days reported above are true and correct. I have received the service agreed upon as outlined in my Employment Plan. The Missouri Career Center system reserves the right to require documentation to support the above dates of attendance, if it is proven that the dates were knowingly incorrect, we will terminate our agreement to provide supportive service payments.

**FOR OFFICE USE ONLY**

| Component                             | Rate Per<br>Hr./Day/Wk. | Number of:<br>x Hrs./Days/Wks. | = | Amount Due Part. | Cost Category | Funding Source |
|---------------------------------------|-------------------------|--------------------------------|---|------------------|---------------|----------------|
| <u>Work Experience</u>                | \$ _____ / _____        | x _____                        | = | \$ _____         | Training      | _____          |
| <u>Internship</u>                     | \$ _____ / _____        | x _____                        | = | \$ _____         | Training      | _____          |
| <u>Entry Employment</u>               | \$ _____ / _____        | x _____                        | = | \$ _____         | Training      | _____          |
| <u>Needs Related Payments</u>         | \$ _____ / _____        | x _____                        | = | \$ _____         | Part. Support | _____          |
| <u>Child Care Contracted days</u>     | \$ _____ / _____        | x _____                        | = | \$ _____         | Part. Support | _____          |
| <u>Transportation Contracted days</u> | \$ _____ / _____        | x _____                        | = | \$ _____         | Part. Support | _____          |
| <u>Other:</u> _____                   | \$ _____ / _____        | x _____                        | = | \$ _____         | _____         | _____          |
| <u>Other:</u> _____                   | \$ _____ / _____        | x _____                        | = | \$ _____         | _____         | _____          |

Justification for Other Supportive Services must address the necessity for the participant to continue their educational goals and/or obtain or retain employment.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The rate of pay and number of hours trained have been reviewed. Payment is approved subject to verification. Documentation of class schedule must be maintained in the participants file and attached to the initial voucher per semester for training attendance. Documentation of daycare attendance log must be attached to each voucher during the effective period of this payment.

Payment submitted by Team Member *Signature/Date* \_\_\_\_\_ Amount to be Paid \_\_\_\_\_ Payment approved by Team Leader *Signature/Date* \_\_\_\_\_

## Participant Voucher Due Date and Check Issue Date

| <b>Voucher Due Date</b>   | <b>Check Issue Date</b>   |
|---------------------------|---------------------------|
| <u>July 13, 2010</u>      | <u>July 23, 2010</u>      |
| <u>July 27, 2010</u>      | <u>August 6, 2010</u>     |
| <u>August, 13, 2010</u>   | <u>August 20, 2010</u>    |
| <u>August 27, 2010</u>    | <u>September 3, 2010</u>  |
| <u>September 13, 2010</u> | <u>September 24, 2010</u> |
| <u>September 27, 2010</u> | <u>October 8, 2010</u>    |
| <u>October 13, 2010</u>   | <u>October 22, 2010</u>   |
| <u>October 27, 2010</u>   | <u>November 5, 2010</u>   |
| <u>November 12, 2010</u>  | <u>November 19, 2010</u>  |
| <u>November 24, 2010</u>  | <u>December 3, 2010</u>   |
| <u>December 13, 2010</u>  | <u>December 23, 2010</u>  |
| <u>December 27, 2010</u>  | <u>January 7, 2011</u>    |
| <u>January 13, 2011</u>   | <u>January 21, 2011</u>   |
| <u>January 27, 2011</u>   | <u>February 4, 2011</u>   |
| <u>February 14, 2011</u>  | <u>February 25, 2011</u>  |
| <u>February 28, 2011</u>  | <u>March 11, 2011</u>     |
| <u>March 14, 2011</u>     | <u>March 25, 2011</u>     |
| <u>March 28, 2011</u>     | <u>April 8, 2011</u>      |
| <u>April 13, 2011</u>     | <u>April 22, 2011</u>     |
| <u>April 27, 2011</u>     | <u>May 6, 2011</u>        |
| <u>May 13, 2011</u>       | <u>May 20, 2011</u>       |
| <u>May 27, 2011</u>       | <u>June 3, 2011</u>       |
| <u>June 13, 2011</u>      | <u>June 24, 2011</u>      |
| <u>June 27, 2011</u>      | <u>July 8, 2011</u>       |