

Incentive, Stipend, Supportive Service Request Form

Incentives, stipends, and supportive services, based on funding availability, may be provided to eligible participants who meet program eligibility and engagement requirements in basic and individualized career and training activities.

Participant Name:

PID #:

Program:

Type of Request:

Date of Request:

Reason for Request (How will this service assist in meeting the educational/employment goals?):

What is the cost of this request? (Provide documentation.):

How does this incentive, stipend, or supportive services benefit the participant?:

Does the participant benefit from the activity related to the incentive/stipend/SS?

Are there outside funding sources to support this service?

For supportive services, have outside agencies and referrals been exhausted?

COMMENTS: Please use this section to explain answers from above.

Have all elements, steps, and aspects related to the need and request of this incentive, stipend, or SS been detailed in one or more case notes in the participant's case record in CWDS?

NOTE: Please attach an invoice, verification, and/or documentation of requested funding.

Everything in this proposal is accurate and true to the best of my knowledge. I agree to use the requested funds for the purpose as explained in my proposal. I agree to submit receipts, as necessary.

Participant Signature:

Date:

Case Manager Approval:

Date:

Program Manager Approval:

Date: