

**Educational Attainment & Work Readiness Initiative
CASH REQUEST FORM**

CONTRACT START DATE: 9/8/2009

Preparer should complete yellow shaded areas only

OPERATOR: _____

CONTRACT END DATE: 7/8/2010

CONTRACT AWARD _____

Prepared By _____ e-mail _____

LINE ITEM	BUDGET	ACTUAL Y.T.D. EXPENSES	PREVIOUSLY REQUESTED	TOTAL REQUESTED CURRENT PERIOD	VARIANCE
Instructor Salaries	-	-	-	-	0.00
Fringes	-	-	-	-	0.00
Materials & Supplies	-	-	-	-	0.00
Non-Expendable Equipment	-	-	-	-	0.00
Copying / Printing	-	-	-	-	0.00
Meeting Space / Premises	-	-	-	-	0.00
Staff Travel	-	-	-	-	0.00
Transportation	-	-	-	-	0.00
Subcontractors	-	-	-	-	0.00
Other Expenses	-	-	-	-	0.00
	-	-	-	-	0.00
Sub Total Direct Expenses	-	-	-	-	0.00
Administrative Expenses (maximum 8%)	-	-	-	-	0.00
Total Expenses	-	-	-	-	0.00
Total Performance Holdback		-	Current 90% Reimbursement		-

I certify under penalties of perjury that all laws, regulations, policies and procedures governing the expenditures of these associated public funds have been complied with and observed.

Authorized Official's Signature

Authorized Official's Title

Typed Authorized Official's Signature

Date

Please send original invoice to:
Rosetta Filkins
Greater New Bedford WIB
227 Union St.
New Bedford, MA 02740
508-979-1504 X20