

Dear WIOA/TechHire Participant,

We have approved your request for transportation/childcare services. A copy of this letter is being sent to your career planner and childcare provider (if applicable).

Enclosed with this letter is a school attendance form which is to be completed and returned to your career planner **within 5 business days of the start of every month.** Reimbursement is pending on the submittal of this form on a timely basis.

If receiving childcare, a childcare log will need to be completed by your childcare provider, signed and sent to your career planner on a **monthly** basis.

Transportation reimbursement is \$0.12 per mile or the current daily rate for public transportation.

Childcare hourly rate:

- \$2.00 per hour for one child
- \$3.50 per hour for two children
- \$4.50 per hour maximum for three or more children

Please contact your career planner with any changes. All payments are subject to available funds.

