


Grantee info everything highlighted must be filled out. Signature and date must be signed and submitted in PDF every time a voucher is submitted.

 CHICAGO COOK WORKFORCE PARTNERSHIP			
Sub Grantee Information			
Sub-Grantee Name:	[Redacted]		
Address:	[Redacted]		
Federal Employer I.D. #:	[Redacted]		
Authorized Contact Person:	[Redacted]		
E-Mail Address:	[Redacted]		
Contact Phone #:	[Redacted]		
Invoice Information			
Month:	[Redacted]		
Voucher Period Covered:	January 1, 1900 to January 31, 1900		
Invoice Summary	Contract	(Link to Cumulative Amt Requested Tab)	
WIOA : Adult	2025-	✓	#N/A
WIOA : Dislocated	2025-	✓	#N/A
WIOA : Youth In	2025-	✓	#N/A
WIOA : Youth Out	2025-	✓	#N/A
CEJA : South	402-	✓	#N/A
CEJA : South Barrier Reduction	402-	✓	#N/A
CEJA : West	403-	✓	#N/A
CEJA : West Barrier Reduction	403-	✓	#N/A
CEJA : Returning Residents	405-	✓	#N/A
ARPA: Investing in Families & Yo	515-	✓	#N/A
CW: Construction works	507-	✓	#N/A
TBD : TBD	TBD	✓	#N/A
TBD : TBD	TBD	✓	#N/A
TBD : TBD	TBD	✓	#N/A
TBD : TBD	TBD	✓	#N/A
TBD : TBD	TBD	✓	#N/A
Total			#N/A
<p>I certify, as an officer of the agency, that this reimbursement claim represents expenditures incurred and disbursed during the reporting period, that said expenditures are part of the approved budget contained in the contract and that payment has not been previously requested or received. All expenditures are necessary, reasonable, allowable and allocable per approved cost allocation plan. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).</p>			
<p>In addition, all necessary documentation is on file at our office and is available during normal business hours for inspection by The Partnership, DCEO, DOL or any other authorized agency. I understand that any disallowed costs will be borne by our agency and may have negative influence on our performance evaluation.</p>			
Signing Authority	[Redacted]		
Title:	Executive Director		
Signing Date	[Redacted]		

References on Column AR should be label, and your supporting documents should also be label with the same sequence as the voucher template references. If they are not labeled the voucher will be rejected.

AMOUNTS CHARGED TO GRANT								Reference	TOTAL Reque Part
WIOA	WIOA	WIOA	CEJA	CEJA	CEJA	TBD	TBD		
Adult	Dislocated	Youth Out	South	South Barrier Reduction	West Barrier Reduction	TBD	TBD		
2025-	2025-	2025-	402-	402-	403-	TBD	TBD		
%								A-1	\$
%								A-2	\$
%								A-3	\$
%								A-4	\$
%								A-5	\$
%								A-6	\$
%								A-7	\$
%								A-8	\$
%								A-9	\$
%								A-10	\$
%								A-11	\$
%								A-12	\$
%								A-13	\$
%								A-14	\$
%								A-15	\$

On the bottom of the excel sheet there are several tabs if you go to the right after SEPT 2025, you will see **Cumulative tabs** for all the grants you have with the partnership, this will allow you to see your expenses, and what is left on your budget.

5001	Staff Salary and Wages		PR2	\$	-	\$	-	\$	-	\$
5001	Staff Salary and Wages		PR2	\$	-	\$	-	\$	-	\$
5001	Staff Salary and Wages		PR2	\$	-	\$	-	\$	-	\$
5001	Staff Salary and Wages		PR2	\$	-	\$	-	\$	-	\$
5001	Staff Salary and Wages		PR2	\$	-	\$	-	\$	-	\$
5001	Staff Salary and Wages		PR2	\$	-	\$	-	\$	-	\$
5001	Staff Salary and Wages		PR2	\$	-	\$	-	\$	-	\$

> ☰ Variance Analysis WIOA 1A Cumulative WIOA 1D Cumulative WIOA YIS Cumulative WIOA YOS Cumulative CEJA South Cumulative CEJA South BR Cumulative 1E 023 Cumulative 1E 024 Cumulative

kbook Statistics ▾ Filters applied

Grant document needed:

All grants must include the Voucher excel form.

ARPA-100% documents

Construction Works- Time sheet must be filled out properly.

WIOA- DCEO participant cost must have 100% supporting documents and participants must be registered and active in Career Connect. Also signatures for participants must be provided. If there is a charge for Recognition and events there must be sign sheets.

Close outs-Must be submitted in gatekeeper with your final voucher.