Participant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_CMS #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **ACTIVITY:**  **Voc Ed/ITA OJT Workforce Prep Academic Break Employment Retention** | | |
| **PARTICIPATION:**  State-Funded EcSA Enrollment Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  WIOA Enrollment Date (if applicable): |  | |
| **MONTHLY PROGRESS MEETING**  Met with trainer to discuss academic/training progress | Satisfactorily met?  Yes \_\_\_\_\_\_ No \_\_\_\_\_\_\_\_ | |
| **MEETING SATISFACTORY PROGRESS**  As detailed in customized training plan and training provider policy | Satisfactorily met?  Yes \_\_\_\_\_\_ No \_\_\_\_\_\_\_\_ | |
| **ACADEMIC BREAK ACTIVITIES**  Participated in special activities during academic breaks (if applicable) | Satisfactorily met?  Yes \_\_\_\_\_\_ No \_\_\_\_\_\_ NA \_\_ | |
| **ADDITIONAL MONTHLY ACTIVITIES**  Participated in other activities outlined in training plan (if applicable) | Satisfactorily met?  Yes \_\_\_\_\_\_ No \_\_\_\_\_\_ NA \_\_ | |
| **EMPLOYMENT RETENTION**  Monthly incentive for employment retention for up to 90 days following entered employment. | Satisfactorily met?  Yes \_\_\_\_\_\_ No \_\_\_\_\_\_ NA \_\_ | |
| **INCENTIVE EARNED:**  Satisfactory monthly progress toward career plan for the month of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. | **TOTAL INCENTIVE**  **EARNED:**  **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **TOTAL EARNED AFTER TAXES:**  **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Savings Account Contribution** | | |
| **Fund Source**  \_\_\_\_\_\_ **CRF** \_\_\_\_\_\_ **State EcSA Under 200%** \_\_\_\_\_\_ **State EcSA Above 200%** | **Total Contribution:** | **After Taxes:** |
| **Cash Incentive** | | |
| **Fund Source**  \_\_\_\_\_\_ **CRF** \_\_\_\_\_\_ **State EcSA Under 200%** \_\_\_\_\_\_ **State EcSA Above 200%** | **Total Incentive:** | **After Taxes:** |

Participant \_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Trainer

Manager \_\_\_\_\_\_\_