ONEIDA

WIOA Program
Time Card

Participant Name: _____ Week of: _____ - _____

WIOA Counselor: _____

Program Stipends:
- Consumers may earn a $75.00 per week stipend in the following circumstances:
  - Limited to 4 weeks but not to exceed the duration of the program. No exceptions.
  - Preemployment goals and adult high school education: 10-15 hours of verified employment related activities recorded on agency time card.
  - Stipend will be paid bi-weekly. Based on consumers timely submission of time card.
  - Time sheets due each Friday.
  - Stipends will be received by consumer 7 to 14 days after submission of time card to the Job Counselor.

Short-Term Training & Education:
- $75.00 per week while consumer is actively involved in a short-term vocational program that is unpaid by any employer or vocational services program.
- Based on consumers timely submission of time card. Stipend will be paid bi-weekly
- Stipends will be received by consumer 7 to 14 days after submission of timecard.

	Work hours	**Activity hours**
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		

CERTIFICATION: I certify that I have reviewed the application and the information provided is, to the best of my knowledge, true and accurate. I am aware the information I have provided is subject to review and verification and I must provide verification documentation, when requested, to support the above information. I understand that refusal to provide requested documentation will result in denial of services and termination from the program. I am further aware that I am subject to immediate termination if I am found to have knowingly provided false information that has led to the expenditure of funds for direct services to me, or in my behalf and that all legal means available may be utilized to recover those costs from me.

Participant Signature: _____ Date: _____

Counselor Signature: _____ Date: _____