

WIOA YOUTH INCENTIVE REQUEST POLICY

INCENTIVE RECEIPT

Original receipt returned within 5 business days to RochesterWorks!

Cassilda Campbell, Youth System Assistant

Copy in youth's hard file, (Maximum total incentive disbursement per youth enrollment is \$300):

Date: _____

NY# (must be WIOA enrolled youth in OSOS): _____

Today I, (Youth -Print Name) _____ received the following gift card(s) or other:

Circle/Check gift card(s) and fill in quantity:

- Goodwill (\$25) ___ Quantity
- McDonald's (\$25) ___ Quantity
- Speedway gas card (\$25) ___ Quantity
- Subway (\$25) ___ Quantity
- Wal-Mart (\$25) ___ Quantity
- Wegmans (\$25) ___ Quantity
- Other _____ ___ Quantity

Record last five number digits of gift card(s). For Wal-Mart gift cards, notate the last 5 numbers of the gift card that begin with "SC.....53484" For Goodwill gift cards, notate the last 5 numbers of the gift card **before the BID and the CVV numbers.**

By signing below, I take full responsibility for safeguarding the gift card(s) issued to me today. Lost or stolen gift card(s)/ other incentive disbursement will not be replaced.

Youth Signature: _____

Requested completed by: Print Navigator Name/Organization:

Navigator Signature: _____

ROCHESTERWORKS USE ONLY BELOW:

Original Receipt Received: _____