

*Moraine Area Partnership
School-to-Work/Tech Prep Consortium*

2009-2010 TPPA APPROVAL & CLAIM FORM

Your TPPA application has been approved by the Steering Team. Deviations from the approved original application will not be honored without prior approval. (Please call if a situation arises that prohibits project completion - we will discuss other options!)

Please complete the remaining portion of this form and submit it to the Tech Prep office by **May 3, 2010**. You will then receive your reimbursement.

Team Leader: _____

High School: _____

High School Address: _____

Total Due to School: _____
(Please include copies of bills, invoices, etc., for accounting purposes.)

Signed: _____
High School Principal or Team Leader Date

Return to: Jennifer Wagner
Moraine Park Technical College
235 North National Avenue
P.O. Box 1940
Fond du Lac, WI 54936-1940

Itemize ALL costs here. Please be specific. All requests must be accompanied by receipts or purchase orders*

TOTAL AMOUNT REQUESTED: _____

The following rates were established for the 2009-10 budget year and will remain effective until further notice:

- ✓ **Per diem meal rate:** \$45.00 (This rate includes all applicable taxes and gratuities.)
- ✓ **Lodging (in-State):** \$72.00
- ✓ **Mileage:** \$0.55/mile

Summary of TPPA Goal Attainment

Please provide a summary of what your team accomplished as a result of the TPPA Funds.

Please send the summary or e-mail it to Jennifer Wagner at jwagner@morainepark.edu.