

Cumberland County NCWorks Career Center

Resource Worksheet

Monthly Income	Amount Attested	Monthly Expenses	Amount Attested
Personal		Rent/Mortgage	
Spouse/Partner		Electricity	
Other Family Members		Heating	
Child Support		Water/Garbage/Sewage	
Social Security		Telephone	
Maintenance/Alimony		Monthly Auto Payment	
Retirement		Daycare	
Worker's Compensation		Medical Insurance/Medical Expenses	
Unemployment Insurance		Monthly credit card payment	
Public Assistance (TANF, Food Stamps, etc.)		Monthly loan payment	
Trade Adjustment Allowance		Food	
Other:		Clothing	
		Fuel	
		Public Transportation	
		Other:	
Total Monthly Income (A)		Total Monthly Expenses (B)	
Balance/Deficit (A-B)			
Monthly		Weekly	
Weekly Training Expenses			
Weekly Needs-Related Payment			

I certify that the above is true and accurate to the best of my knowledge. I further understand that any receipt of assistance is contingent upon the availability of funds.

Participant Name Participant Signature Date

Career Advisor Name Career Advisor Signature Date

Cumberland County NCWorks Career Center
 414 Ray Avenue
 Fayetteville, NC 28301
 (910)486-1010

Bi-weekly Class Attendance Form

Participant's Name: _____ Last 4 SSN: _____ Career Advisor: _____

Training Period: _____ Through Saturday: _____

*****PLEASE HAVE YOUR INSTRUCTOR INITIAL EACH DAY THAT YOU ARE PRESENT IN CLASS*****

	Mon	Tues	Wed	Thurs	Fri	Sat	Mon	Tues	Wed	Thurs	Fri	Sat
Date												
Courses												
Total hours spent in class each day												
Total for 2 weeks												

Certification

I certify the above attendance record is correct.

Participant's Signature
Instructor's Signature
Date

Instructor's Name, Contact Number & Email Address _____

Cumberland County NCWorks Career Center
Needs-Related Payment Support Analysis

1. Do you currently receive Unemployment Insurance (UI) benefits? Yes No
2. Do you currently receive Trade Adjustment Allowances (TRA)? Yes No
3. Are you enrolled in full time occupational skills training? Yes No
4. Are you in good academic standing in the enrolled occupational skills training program (e.g., maintaining a 2.0 or better GPA)? Yes No
5. Have you exhausted all available funding resources? Yes No
6. Do you need income support beyond these other resources in order to participate in training full time? Yes No

Needs-Related Payments are not intended to provide the entire amount of income support you need to complete your training. If you are awarded a Needs-Related Payment, it will be based on this support analysis and budget you provide. These payments are made to help you while making satisfactory progress while attending training.

All answers and statements are true and complete to the best of my knowledge. I understand that providing untruthful or misleading answers are cause for denial of Needs-Related Payments. Any overpayments or fraud based on my false or misleading answers could result in my repayment of any assistance provided.

Participant Name

Participant Signature

Date

Career Advisor Name

Career Advisor Signature

Date