



## Attachment 2

# Pacific Mountain WDC (PacMtn) Training or Support Service Request

Supportive services may be provided only when the service is allowable, reasonable, and justifiable and is **not** available through another resource.

Ensure the participant has been provided the Community Resource information on the low cost and/or free services available locally. These services should be utilized prior to program support whenever possible.

This form is not required for a bus pass, fuel & tools (see tool policy). If this is an emergency request, staff must document this in the justification.

**Participant Name:** \_\_\_\_\_

**Assistance Requested:** \_\_\_\_\_ Transportation Cost \_\_\_\_\_ Auto Repairs \_\_\_\_\_ Housing  
\_\_\_\_\_ Work Clothing \_\_\_\_\_ Work/Training Materials \_\_\_\_\_ Work/Training LIC/Certs/Permits  
\_\_\_\_\_ Hygiene/Health \_\_\_\_\_ Child Care/Dependent Care \_\_\_\_\_ Out of State Relocation \_\_\_\_\_ Other

**Staff - Justification for Service:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Staff - Program Funding Source:** \_\_\_\_\_

**Appropriate supporting documentation required from the participant is attached:**

Budget Sheet  Vendor Invoice:  Participant Vehicle Registration  Third Party Provided  
Transportation  Two Estimates for any Repair  Rental Lease/Mortgage Statement:  Other:

**Staff - Please identify any applicable other local service providers not on the Community Resource List - If none exist, please note.**

Others: \_\_\_\_\_

**Participant** - List which local provider(s) you have contacted, the help or amount they will provide. If denied, list the reason.

\_\_\_\_\_  
\_\_\_\_\_

I do not have any other resources available to me at this time. I confirm I have been provided information on community resources available

I swear under penalty of perjury that the above information is true and correct to the best of my knowledge.

\_\_\_\_\_  
**Participant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Staff Signature**

\_\_\_\_\_  
**Date**