

Eric Karmecy  
West Central Job Partnership  
217 West State Street, Third Floor  
Sharon, PA 16146

RE: Greater Oh-Penn Manufacturing Apprenticeship Network Funding

**INVOICE**

**Invoice Period (select one):**

- Six Months – Date Range: \_\_\_\_\_  
 Twelve Months – Date Range: \_\_\_\_\_

**Direct Costs Incurred during above Invoice Period:**

**Job-Related Technical Instruction (RTI)**

Course/Program Development Costs	\$ _____
Apprenticeship Tuition and Educational Fees	\$ _____
Delivery of Instruction requirements (classroom instructors, virtual learning delivery, etc.)	\$ _____
Costs for training facilities	\$ _____
Certifications	\$ _____
<b>TOTAL RTI COSTS</b>	<b>\$ _____</b>

**On-the-Job Training (OJT)**

Direct instruction provided by apprentice’s Supervisor(s)/Mentor(s) during OJT  
(calculated based on actual supervisor/mentor instruction hours during OJT in  
accordance with the Standards of Apprenticeship using wage/benefit rate of  
supervisor/mentor instructor only)

<b>TOTAL OJT COSTS</b>	<b>\$ _____</b>
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<b>TOTAL DIRECT COSTS (RTI + OJT)</b>	<b>\$ _____</b>
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**Indirect Costs incurred during invoice period**

Apprentice wages and benefits (calculated based on apprentice wages/benefits paid to apprentice during OJT and RTI instruction)	\$ _____
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Sincerely,

SIGNATORY  
TITLE