

Itemized Breakdown of Training Costs

Part 1: Enter the amount of the Grant you are requesting from **WorkInvestNH** for this course, and the amount of your Company's Share. The **Total Cost of Training** for the course should equal the cost on your Vendor's quote.

Part 2: Break down the costs of training as described below on the Vendor's quote. The **Itemization Total** at the bottom must equal the **Total Cost of Training**.

PART 1 Grant Requested \$ _____

+ = **Total Cost of Training: \$** _____

Company's Share \$ _____

PART 2	Grant Requested <i>This is the breakdown of Job Training Funds you are seeking.</i>	Company's Share <i>This is the breakdown of your Company's share of costs.</i>
Instructor/Course Fee	\$ _____	_____
Books/Certification Fee *	_____	_____
Classroom Supplies *	_____	_____
Equipment Rental *	_____	_____
Facility Rental *	_____	_____
Other *	_____	_____
ITEMIZATION TOTAL: \$		_____

How many Employees will attend this training? _____

Cost of Training per Employee _____

Describe all costs other than the **Instructor Fees** listed above.
