



Greenville County CARES Act School Age Care Accounting Form for Payroll Related Expenses

Because full-day school age care was an unbudgeted expense, payroll costs directly associated with school age care can be reimbursed as a part of the CARES Act funding. Please use the following form to document payroll expenses that were directly related to your School Age (5K-5th) full day program.

Any questions, please contact Anne Lee Buck, annelee@greenvillefirststeps.org.

Employee/Vendor last name	Hours Worked on School Age Care	Rate of Pay	Total Amount paid	Notes
EX: Lewis	95 hours	\$10/hour	\$950	Elementary school room staff

TOTAL			\$	
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I attest these expenses were necessary staffing related expenses as a part of providing full day school age care during COVID-19. I attest these expenses are direct expenses related to COVID-19 and are not traditional staffing costs and are not an attempt to provide pay to employees to offset lost wages. I attest these expenses were incurred between August 1, 2020 and October 31, 2020.

Center owner/director Signature

Date