

### Example of Food Reimbursement:

*Below are visual examples of the food section of the reimbursement form to claim reimbursement for your wraparound services for participating in The Gateway-In Project<sup>®</sup>.*

*Tip! There are full instructions, additional guidelines, and a video tutorial on our website.*

What do I need?

- Dates you attended class or clinicals.
- Number of Days

*And... that is it! No receipts are needed for this section. The form will automatically calculate based on the amounts pre-filled in on the form.*

Food Reimbursement (No Receipts Required)				
All food is paid at a per diem rate for school days only				
Date	Item Description	Quantity	Unit Price	Total Amount
<i>Example: 2/2, 2/3, 2/4, 2/8, 2/9</i>	<i>Breakfast</i>	<i>5</i>	<i>\$13</i>	<i>\$75</i>
1/1, 1/2, 1/3, 1/4	Breakfast	4	\$13	\$52.00
1/1, 1/2, 1/3, 1/4	Lunch	4	\$15	60
1/1, 1/2, 1/3, 1/4	Dinner	4	\$26	\$104.00
Food Reimbursement Subtotal				\$216.00