

Reimbursement Procedures for CRACTC programs

Including Welding Support and Facilitators

- Use the CRACTC Supplement to Claim for Reimbursement form.
- List School District/Institution and include CRACTC – example: Underwood – CRACTC - (We reimburse the school and do not pay directly to the facilitator or supplier.)
- The first column is for the name of the Supplier/Facilitator for which you are seeking reimbursement.
- The second column is for the CRACTC Service Area or Course – such as “Welding” or “Information Technology”
- Under the Purpose column briefly describe what the individual or supplier provided. Examples – “Facilitation of On-Line Course – 1 semester” or “welding & cutting gasses and tank rental” Please be specific about what was purchased/provided, but we do not necessarily need individual prices. CTE wants to know that these dollars were used to purchase consumable supplies and not equipment. Keep receipts locally that verify these purchases.
- Schools can claim up to \$1000 for each semester for facilitation of an on-line course for a maximum of \$2000 per school for Graphic Arts, Family & Consumer Sciences, Electronics, Health Careers, Marketing, Aviation, STEM/Tech & Engineering and Information Technology courses. Reimbursement will be made to the school, not to the teacher. The CRACTC will reimburse 60% of this cost to the local school.
- Schools that taught Ag Welding and Fabrication or Welding Technology courses this year can claim up to \$3000 reimbursement for Welding Supplies. Examples of consumable welding supplies include: welding gases, welding rod, welding wire, tips, metal (for instruction not - for student projects), lenses, grinding wheels, drill bits, cutoff blades, face shields, drive rollers, cables, clamps, pliers, wire brushes, leather gloves, goggles, filters and welding aprons. The CRACTC will reimburse 40% of this cost to the local school.

Examples of items that do not qualify are; any equipment such as; welders, grinders, drills, chop saws, vices, welding helmets, air handlers or filtration systems, gas gauges, air compressors or air tools, nor for electrical usage, wiring or facility maintenance , nor for textbooks, DVD’s or other classroom equipment and instructional aids.