

# CLOTHING VOUCHERS



If your new placement receives a clothing voucher from the Caseworker, you are required to account for the money spent. This will prevent discrepancies that can arise when a child leaves your home, if questions are raised regarding the clothes accompanying the child.

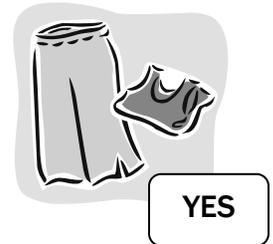
## HOW TO USE A VOUCHER

### WHERE DO I GET THE VOUCHER?

Child's Caseworker will provide you with a voucher for a set amount of money that will allow you to bring the clothing to standard (provide a reasonable starting wardrobe for the child).

### WHERE CAN I SHOP FOR THE CLOTHES?

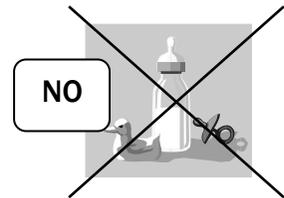
The voucher will state which store - usually WalMart



### WHAT CAN I PURCHASE WITH THE VOUCHER?

Only clothing can be purchased. Occasionally diapers will be covered, but not always. If not, diapers must come out of the foster parent stipend which includes clothing allowance for the child.

NOT COVERED: formula, baby toys, other supplies.



### WHAT STEPS DO I FOLLOW AT THE STORE?

1. Take your SUB-DELEGATION with you when you go to the store. Some will ask to see it as verification.
2. Do your shopping. Total what you are spending. Try to spend as close to the voucher amount without going over. You will NOT get change back, and a second voucher will not be given.
3. Do NOT go through the check out. Go directly to CUSTOMER SERVICE with your cart. Present your voucher to the clerk.
4. Be prepared to show your sub-delegation. If the store asks for other verification, direct them to call Crossroads office, or the on-call line at 893-9723 if after hours.



### LAST STEPS:

1. You may fill in a Clothing Log, noting your new purchase, or include a copy of the voucher with your paperwork.
2. Staple ALL the receipts to the clothing log or voucher copy. Submit these with your monthly paperwork. Crossroads will keep them on the child's file as verification that the amount was spent as directed.
3. Finally, open your packages and enjoy your new placement!

