

**MANHATTAN DEVELOPMENTAL DISABILITIES COUNCIL
TRANSPORTATION REIMBURSEMENT PROGRAM**

C/O

ESPERANZA CENTER

516 W 181st Street New York, NY 10033 • 212-928-5810 • Fax: 212-740-2053

The Transportation Reimbursement Program is funded by the Family Support Services of the New York State Office for People with Developmental Disabilities to reimburse Manhattan families who have a person with developmental disabilities living at home with them.

Requirements:

- Completed Registration Form
- Completed Monthly Expense Submission Form (See sample below)

Please note that requests for reimbursement will be subject to review for authenticity.

Include only one month's transportation expenses per form. Receipts are required when using anything other than public transportation (ex: bus and train). The amount reimbursed to families may vary by month. Forms must be received no later than 10 days after the last day of each month. For example, if you are submitting for the month of July, we must receive the form by August 10.

Month: <u>May</u>	Purpose of Destination: A- Medical Appt B- Therapy C- School Appt D- Other (Explain)	Destination Information			Means of Travel: A- Public Transportation B- Taxi C- Personal Car D- Other (Explain)	Cost of Travel
		Name and Address of Destination:	Zip code:	Telephone:		
Ex: 6	D Afterschool	YMCA 180 West 135 th Street	10030	212-912-2100	A	8.20
15	A	YAI 460 West 34 th Street	10001	212-273-6519	A	11.00
Total Cost of Travel						19.20