Food Stamp Employment & Training (FSET) Job Search Log

The FSET program may reimburse you for travel costs associated with your job search. Reimbursement for miles traveled is payable at $.21 per mile. You may be reimbursed for bus passes and/or taxi rides used for your job search. Copies of valid receipts are required along with this log. Travel costs are reimbursable up to $40 per month, for up to six months per year. The six-month period starts in the month in which you first receive help with travel costs, and resets October 1st. Documentation must be submitted within 90 days from date of travel. Reimbursements will be made by DFA based on the receipt of federal funds appropriated for this program. While in the FSET program, you should make at least six job contacts per week.

If you have any questions, call 1-800-852-3345 x 9329, M-F 8:00 am - 4:30 pm, to speak to a FSET Technician.

Date M/D/Y	Employer Name and Address	Position/Type of Work	Employer Phone #	Person Contacted	Actions Taken*	Miles Traveled

*ACTIONS CAN BE: COMPLETED APPLICATION, SUBMITTED RESUME, SEEN FOR AN INTERVIEW, ETC.

By signing below, you certify that each of the employer contacts listed is true and accurate. You understand that the Department of Health and Human Services (DHHS) may contact employers to check the information entered on this log. DHHS may also check any recorded miles traveled for accuracy. Reimbursements will not be provided for false or illegible entries.

Participant Name (please print)	Participant Signature	Date	RID #

☐ **For DHHS to be able to accept this form electronically, you must provide an electronic signature. To do this, check the box to the left. Checking this box is the legal equivalent of signing this document in pen and ink and you are saying that the information provided is true and complete to the best of your knowledge. To submit by email, please send this completed form as an attachment to your email.**

You may submit this log three ways:

Email: fset@dhhs.state.nh.us
Fax: (603) 271-4637
Attn: FSET Technician

Mail: NH Department of Health and Human Services
Attn: FSET Technician
129 Pleasant St., Brown Building
Concord, NH 03301-3852

Additional logs can be downloaded at http://www.dhhs.nh.gov/dfa/foodstamps/index.htm