



Participant Excused Absence Log 2018 Federal Months

Participant _____ SSN _____

<u>Directions</u>	<u>EA Limits</u>
<p>Enter "Excused Absence" hours that your Case Manager has approved for each appropriate date on this form. (DO NOT include Holiday hours here)</p> <p>If you are in more than one activity, add EA hours from <u>each activity together</u> before entering on this form.</p> <p>Add hours for the week and enter in "Weekly EA hours" column to get the total hours for the month.</p> <p>At the end of the month, add hours from "Weekly EA hours" column to get the total hours for the month.</p>	<p>No more than 16 hours per month (total per participant).</p> <p>No more than 80 hours in the last 12 months (rolling calendar year).</p> <p style="text-align: center;">EA hours running tally:</p> <p style="text-align: center;">_____</p>

JANUARY 2018							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
31	1*	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15*	16	17	18	19	20	
21	22	23	24	25	26	27	
*1- New Year's Day						Total January EA hours	
FEBRUARY 2018							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Jan 28	Jan 29	Jan 30	Jan 31	1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
*19 – President's Day						Total February EA hours	
MARCH 2018 (Five Week Month)							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Feb 25	Feb 26	Feb 27	Feb 28	1	2	3	
4	5	6*	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	
*6 – Town Meeting Day						Total March EA hours	
APRIL 2018							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
Total April EA hours							

MAY 2018							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Apr 29	Apr 30	1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
Total May EA hours							
JUNE 2018 (Five Week Month)							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
May 27	May 28*	May 29	May 30	May 31	1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
*May 28 – Memorial Day Total June EA hours							
JULY 2018							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
1	2	3	4*	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
*4 – Independence Day Total July EA hours							
AUGUST 2018							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Jul 29	Jul 30	Jul 31	1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
Total August EA hours							
SEPTEMBER 2018 (Five Week Month)							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Aug 26	Aug 27	Aug 28	Aug 29	Aug 30	Aug 31	1	
2	3*	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
*3 – Labor Day Total September EA hours							
OCTOBER 2018							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Sep 30	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
Total October EA hours							
NOVEMBER 2018							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Oct 28	Oct 29	Oct 30	Oct 31	1	2	3	
4	5	6	7	8	9	10	
11*	12	13	14	15	16	17	
18	19	20	21	22*	23	24	
*11 – Veterans Day *22 Thanksgiving Day Total November EA hours							
DECEMBER 2018 (Five Week Month)							Weekly EA hours
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Nov 25	Nov 26	Nov 27	Nov 28	Nov 29	Nov 30	1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25*	26	27	28	29	
*25 – Christmas Day Total December EA hours							