

Disabilities Grant and ESA Programs: What Should a Receipt or Invoice Show?

A receipt or invoice for a qualified DGrants or ESA expense must show:

Disabilities Grant (DGrants)

Tuition/fee receipts (for students attending DNPE-only or out of district public schools)

- Student's name and the name of the parent/guardian paying the expense
- Name of the school
- Dates of enrollment or service
- Amount paid for tuition and fees
- Confirmation that the student was enrolled at least 75 days of the semester

Tutoring/Teaching Services and Educational Therapy receipt

- Name of provider or company
- Student's name and the name of the parent/guardian who paid the expense
- Type of service/therapy
- Date(s) of service/therapy
- Amount paid for service/therapy expense

Curricula or Educational Technology receipt

- Type of item
- The name of the retail outlet
- The amount paid
- The date purchased

See specific requirements for [Educational Technology](#).

For DGrants, the parent/guardian named on the grant application must also be the responsible party for payment named on the receipt submitted for payment.

School payment contracts or agreements cannot be accepted as a receipt for DGrants reimbursement or as an invoice for ESA funds transfer approval.

Nonqualified school expenses for DGrants and ESA include afterschool care, school lunch, field trips, etc.

Education Savings Account (ESA)

Tuition/fee invoice

- Student's name and the name of the parent/guardian being charged
- Name of the school
- Line showing the amount of tuition/fee charges
- Line item for 2.5% Transaction Fee, if included

Tutoring/Teaching Services and Educational Therapy invoice

- Name of provider or company
- Student's name and the name of the parent/guardian being charged
- Type of service/therapy
- Amount charged for service/therapy Expense
- Line item for 2.5% Transaction Fee, if included

Curricula or Educational Technology invoice

- Items must be selected and approved for purchase on the [ClassWallet](#) platform

See specific requirements for [Educational Technology](#).

For ESA, the parent/guardian must upload an invoice for approval before transferring funds.