

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1594124 **Vendor Name:** Barbara J Alderfer,DBA Lifestyle Design LLC

Check Details:

Check Number: 0346338 **Check Amount:** \$ 653.67 **Check Date:** 11/11/2025

Invoice Details:

Invoice Number: P0020050 **Invoice Date:** 10/23/2025 **PO Number:** P0020050 **Voucher Number:** V0913360

Document Type: AP Invoice

Document Below

**Career Services Center**

Illinois Board of Higher Education, Cooperative Work Study

Grant Period: 9/1/2025-8/31/2026

Employer Payment Request*For Employer only:*


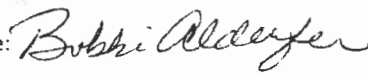
Employer: Lifestyle Design LLC

Contact Name: Bobbi Alderfer

Contact Email: bobbi@lifestyledesigngeneva.com

Nature of Work Performed:

Student Name: Melissa Houlihan

Student Signature: Employer Signature: 

Check #	Pay Period	Total Hours	Rate	Total	FICA 7.6%	Total
example: 50071	9/08/25-09/13/25	22.50	\$ 18.00	\$ 405.00	\$ 30.78	\$ 435.78
50064	9/14/25-09/27/25	45.00	\$ 18.00	\$ 810.00	\$ 61.56	\$ 871.56
				\$ 0.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00

Grand Total: \$ 1,307.34

x 50% \$ 653.67

Projected Payment to Employer: \$ 653.67

Please provide **paystubs and timesheets** to reflect the reimbursement above. Forms should be sent to internships@cod.edu on a monthly basis with the subject line of: IBHE CWS Grant.

Reimbursement is on a first come, first served basis and are dependent on the availability of limited grant funds. Timely submission of this form is important to ensuring fund availability and reimbursement. Student payroll is not eligible for reimbursement once funds have run out. For questions or concerns, please contact Rebecca Harrington in Career Services at 630-942-2458 or internships@cod.edu.

For Career Services dept only:

Student ID#: 711299

Quarter: ☐ Q1 ☐ Q2 ☐ Q3 ☐ Q4

Student Program: Intern or Design

Career Services Program Manager Signature: *For Grant Accountant only:*Accounts Payable, please pay vendor: **\$653.97**

Grant Accountant Signature:

"Harrington, Rebecca" <riversr@cod.edu>

P0020050

"Harrington, Rebecca" <riversr@cod.edu>

Thu, Oct 23, 2025 at 10:20 PM UTC

CC:

BCC:

P0020050

Rebecca Harrington
Program Manager
College of DuPage Career Services, SSC 3373
riversr@cod.edu

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1 attachment

Lifestyle Design Pymnt Request - Sep 2025.RH Sign.pdf