

a. **Out of Texas**

	Dept.	No.	Purpose	Date(s)	Location	Cost	Fund
1.	US	1	Dell Technologies World Conference	5/19-21	Las Vegas, NV	\$1,515	General
2.	US	2	Government Finance Officers Association Conference	6/28-7/2	Washington, DC	\$5,600	General
3.	PHS	2	Boston wastewater team location onsite visits	Multiple	Boston, MA	\$2,720	Grant
4.	PHS	2	Wastewater Disease Surveillance Summit	6/2-4	Los Angeles, CA	\$3,770	Grant
5.	PHS	5	Postpartum Support International Conference	7/8-11	New Orleans, LA	\$11,585	Grant
6.	PHS	23	National Assn. of County & City Health Officials Conference	7/13-18	Anaheim, CA	\$90,990 \$24,085	Grant Other
7.	PHS	7	Environmental Systems Research Institute User Conference	7/13-19	San Diego, CA	\$65,485	Grant
8.	PHS	10	NWA Technology, Innovation, & Vendor Management Conf.*	9/2-5	Minneapolis, MN	\$31,916	Grant
9.	HCD	2	American Contract Compliance Association training	8/11-15	Aurora, CO	\$7,103	Grant
10.	HCD	2	National Assn. for County Community & Economic Dev. Conf. (\$3,395 appvd. 5/8 for 1 atnd.-add atnd., exp., & funding source)	9/7-11	Mesa, AZ	\$4,755	General
11.	JUVPROB	1	Am. Psych. Assn. Commission on Accreditation training	5/29-30	Zephyrhills, FL	\$1,188	Other
12.	SHERIFF	6	Large call center directors training	1/8-10	Atlanta, GA	\$150 \$1,152	General Other
13.	SHERIFF	5	National Emergency Number Association Expo & Conf.	6/22-26	Long Beach, CA	\$1,875 \$11,734	General Other
14.	SHERIFF	-	Berla iVE Chip-Off course (\$10,440 appvd. 4/10 for 2 atnds.-date & location change)	6/23-27	Various	-	Other
15.	SHERIFF	1	Natl. Asian Peace Officers' Assn. Training Symposium & Expo	7/20-25	Chicago, IL	\$2,589	Grant
16.	SHERIFF	1	Law enforcement chaplains training seminar*	7/20-26	Little Rock, AR	\$2,354	Other
17.	SHERIFF	6	Assn. of Public-Safety Communications Officials National Conf.	7/26-30	Baltimore, MD	\$2,150 \$12,101	General Other
18.	SHERIFF	1	Chemistry of pyrotechnics training	7/27-8/2	Tulsa, OK	\$650 \$4,888	General Other
19.	SHERIFF	3	National Internal Affairs Investigators Association Conference	8/24-28	Louisville, KY	\$9,125	Other
20.	SHERIFF	4	Crisis Intervention Team International Conference	8/10-13	Anaheim, CA	\$9,918	General
21.	SHERIFF	1	Hazmat operations & technician course	8/24-30	Anniston, AL	\$4,922	Other
22.	FM	1	International Code Council's Conference	10/18-22	Cleveland, OH	\$4,290	Other
23.	IFS	3	International Symposium on Human Identification Conference	11/3-6	Palm Beach, FL	\$8,670	General
24.	PBCT2	1	National College of Probate Judges Conference	5/6-9	Mystic, CT	\$2,120	Other
25.	PBCT4	1	National College of Probate Judges Conference	5/5-9	Mystic, CT	\$2,400	Other
26.	CJO	4	Harris County delegation visit	6/8-15	Paris, France	\$23,300	General
<b>Subtotal</b>		<b>95</b>	<b>Out of Texas average cost per attendee: \$3,738</b>			<b>\$355,100</b>	

# OUT OF TEXAS

## Travel & Training Request

### Request Form Guidelines

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### [a] Previously Approved

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Harris County Universal Services	[2] <b>Number of Attendees:</b> 1 <i>(If more than one to attend, please explain):</i>
[3] <b>Subject/Purpose:</b> Dell Technologies World 2025	
[4] <b>Benefit to County:</b> The Dell Technologies World conference will provide insight to leading-edge technology and network solutions from Dell and associated partners.	
[5] <b>Event Dates</b> <i>(travel dates included):</i> May 19-21, 2025	[6] <b>City, State:</b> Las Vegas, Nevada

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[12] <b>Taxi/Other Ground Transportation:</b>	150.00
[8] <b>Per Diem</b> <i>(\$55 daily):</i>	165.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	700.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	500.00	[15] <b>Other</b> <i>(Explain):</i>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$1,515.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>	1,515.00	
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$1,515.00</b>	

**Authorized By:** Sindhu Menon, Executive Director & CIO

*(Name may be typed; signature is not required.)*

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Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees      ☐ Event Dates  
☐ City      ☐ Estimated Expenses  
☐ Use of County Vehicle      ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Universal Services	[2] <b>Number of Attendees:</b> 2 <i>(If more than one to attend, please explain):</i> This is for 1 person from Budget and 1 from Bus. Operations
[3] <b>Subject/Purpose:</b> There will be 70+ sessions covering topics such as accounting, financial reporting, and leadership.	
[4] <b>Benefit to County:</b> The Government Finance Officers Association GFOA annual conference presents a valuable opportunity for Harris County to gain insights into government finance best practices and budgeting strategies.	
[5] <b>Event Dates (travel dates included):</b> 6/28/2025 - 7/2/2025	[6] <b>City, State:</b> Washington, DC

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	1,150.00	[12] <b>Taxi/Other Ground Transportation:</b>	100.00
[8] <b>Per Diem (\$55 daily):</b>	550.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	2,800.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	1,000.00	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$5,600.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>	5,600.00	
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$5,600.00</b>	

**Authorized By:** Sindhu Menon, Executive Director & CIO

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Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Number of Attendees   | <input type="checkbox"/> Event Dates        |
| <input type="checkbox"/> City                  | <input type="checkbox"/> Estimated Expenses |
| <input type="checkbox"/> Use of County Vehicle | <input type="checkbox"/> Funding Source     |

### [b] Requested Information

[1] <b>Department Name:</b> Public Health Services (PHS) / Office of Epidemiology, Surveillance, and Emerging Diseases (OESED)	[2] <b>Number of Attendees:</b> 2 (If more than one to attend, please explain): Wastewater Surveillance Program
[3] <b>Subject/Purpose:</b> To attend onsite visits at Boston Wastewater Team Location	
[4] <b>Benefit to County:</b> To connect with wastewater experts to continue to expand and improve wastewater surveillance program alongside NACCHO Mentorship Program.	
[5] <b>Event Dates (travel dates included):</b> June 2025-October 2025	[6] <b>City, State:</b> Boston, MA

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[12] <b>Taxi/Other Ground Transportation:</b>	120.00
[8] <b>Per Diem (\$55 daily):</b>	440.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	1,200.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	800.00	[15] <b>Other (Explain):</b> luggage fees	100.00
[11] <b>Parking/Tolls:</b>	60.00		
<b>Total Cost:</b>			<b>\$ 2,720.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes
- ☒ No
- ☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)	2,720.00	[19] <b>Name of Grant &amp; Fund #:</b> Wastewater Surveillance Mentorship Program Fund # 2601 FY25_WATERSURV
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$ 2,720.00</b>	

**Authorized By:** Leah Barton — Interim Executive Director

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Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees      ☐ Event Dates  
☐ City      ☐ Estimated Expenses  
☐ Use of County Vehicle      ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Public Health Services (PHS) / Office of Epidemiology, Surveillance, and Emerging Diseases (OESED)		[2] <b>Number of Attendees:</b> 2 (If more than one to attend, please explain): Wastewater Surveillance Program	
[3] <b>Subject/Purpose:</b> To attend the Wastewater Disease Surveillance Summit 2025			
[4] <b>Benefit to County:</b> To connect with professionals, researchers, and policymakers in the field of wastewater surveillance and public health.			
[5] <b>Event Dates (travel dates included):</b> June 2, 2025 - June 4, 2025		[6] <b>City, State:</b> Los Angeles, CA	

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[12] <b>Taxi/Other Ground Transportation:</b>	240.00
[8] <b>Per Diem (\$55 daily):</b>	330.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	1,400.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	1,600.00	[15] <b>Other (Explain):</b> luggage fees	200.00
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$ 3,770.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)	3,770.00	[19] <b>Name of Grant &amp; Fund #:</b> Wastewater Surveillance Mentorship Program Fund # 2601 FY25_WATERSURV
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$ 3,770.00</b>	

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Fund Source:	

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(Only select the changes that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Number of Attendees   | <input type="checkbox"/> Event Dates        |
| <input type="checkbox"/> City                  | <input type="checkbox"/> Estimated Expenses |
| <input type="checkbox"/> Use of County Vehicle | <input type="checkbox"/> Funding Source     |

### [b] Requested Information

[1] <b>Department Name:</b> Public Health Services (PHS) / Community Health and Wellness (CHW)	[2] <b>Number of Attendees:</b> 5 (If more than one to attend, please explain): Maternal Mental Health team members
[3] <b>Subject/Purpose:</b> Postpartum Support International Annual Conference	
[4] <b>Benefit to County:</b> Will enhance staff's ability to assess and conduct community screenings for perinatal mood disorders through evidence-based training to ensure improved client outcomes.	
[5] <b>Event Dates (travel dates included):</b> 07/08/2025-07/11/2025	[6] <b>City, State:</b> New Orleans, LA

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	6,250.00	[12] <b>Taxi/Other Ground Transportation:</b>	72.00
[8] <b>Per Diem (\$55 daily):</b>	1,100.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	2,658.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	1,505.00	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$ 11,585.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)	11,585.00	[19] <b>Name of Grant &amp; Fund #:</b> SAMHSA Maternal Mental Health Grant Fund # 2601, FY24_MMH
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$ 11,585.00</b>	

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- ☐ Number of Attendees      ☐ Event Dates  
☐ City      ☐ Estimated Expenses  
☐ Use of County Vehicle      ☐ Funding Source

### [b] Requested Information

<b>[1] Department Name:</b> Public Health Services (PHS) / Office of the Executive Director (OED)		<b>[2] Number of Attendees: 23</b> <i>(If more than one to attend, please explain):</i> Attending different sessions	
<b>[3] Subject/Purpose:</b> 2025 National Association of County and City Health Officials NACCHO360 Conference			
<b>[4] Benefit to County:</b> Participation in this conference provides health professionals the opportunity to learn, network, and share experiences and best practices of local health.			
<b>[5] Event Dates (travel dates included):</b> July 13-18, 2025		<b>[6] City, State:</b> Anaheim, CA	

### [c] Estimated Expenses

<b>[7] Registration Fee:</b>	20,950.00	<b>[12] Taxi/Other Ground Transportation:</b>	7,750.00
<b>[8] Per Diem (\$55 daily):</b>	7,590.00	<b>[13] Personal Vehicle Mileage:</b>	
<b>[9] Hotel:</b>	51,535.00	<b>[14] Vehicle Rental:</b>	
<b>[10] Airline/bus/train:</b>	21,700.00	<b>[15] Other (Explain):</b>	5,500.00
<b>[11] Parking/Tolls:</b>	50.00	Baggage, misc. fees	
		<b>Total Cost:</b>	<b>\$ 115,075.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

<b>[17] General Fund:</b>		
<b>[18] Grant Fund:</b> <i>(County grants only)</i>	80,880.00	<b>[19] Name of Grant &amp; Fund #:</b> Regional Local Service System/Local Public Health, Fund # 2601
	10,110.00	Embrace HOPE, Fund # 2601
<b>[20] Other Source:</b>	13,975.00	<b>[21] Name of Other Source (&amp; fund # if applicable):</b> Charity Care, Fund # 2117
	10,110.00	Special Revenue, Fund # 2341
<b>Total:</b>	<b>\$ 115,075.00</b>	

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Fund Source:	

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- ☐ Number of Attendees      ☐ Event Dates  
☐ City      ☐ Estimated Expenses  
☐ Use of County Vehicle      ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Public Health Services (PHS) / Office of Planning and Innovation (OPI)		[2] <b>Number of Attendees:</b> 7 (If more than one to attend, please explain): More than 1 employee could benefit of this conference	
[3] <b>Subject/Purpose:</b> 2025 Environmental Systems Research Institute (ESRI) User Conference			
[4] <b>Benefit to County:</b> Will provide an opportunity for public health professionals to be inspired by industry leaders and peers from around the world, explore the Map Gallery, and chat with ESRI experts.			
[5] <b>Event Dates (travel dates included):</b> July 13-19, 2025		[6] <b>City, State:</b> San Diego, CA	

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	19,250.00	[12] <b>Taxi/Other Ground Transportation:</b>	3,640.00
[8] <b>Per Diem (\$55 daily):</b>	2,695.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	31,500.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	5,600.00	[15] <b>Other (Explain):</b>	2,500.00
[11] <b>Parking/Tolls:</b>	300.00	Luggage Fees, misc.	
		<b>Total Cost:</b>	\$ 65,485.00

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)	65,485.00	[19] <b>Name of Grant &amp; Fund #:</b> Regional Local Services System (RLSS) Grant #2601 FY25_RLSS
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	\$ 65,485.00	

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## Travel & Training Request

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- List only the number of attendees, omitting names from the form as this information is subject to change.
- Refrain from using acronyms unless description of acronym is provided.
- If a non-county fund is covering expenses, list under "Other" for funding source.

This space for County Clerk's Office use only.

### [a] Previously Approved

*\*This section is to be completed only when a request has been approved in court and additional changes are being requested.*

#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees      ☐ Event Dates  
☐ City      ☐ Estimated Expenses  
☐ Use of County Vehicle      ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Public Health Services (PHS) / Community Health and Wellness (CHW)		[2] <b>Number of Attendees:</b> 10 (If more than one to attend, please explain): There will be multiple sessions for staff to attend.	
[3] <b>Subject/Purpose:</b> 2025 National WIC Association (NWA) Technology, Innovation, and Vendor Management Conference			
[4] <b>Benefit to County:</b> This conference will allow WIC staff the opportunity to learn about policy advancements, innovative program delivery, cutting-edge technology, research insights, etc.			
[5] <b>Event Dates (travel dates included):</b> September 2nd-September 5th, 2025		[6] <b>City, State:</b> Minneapolis, MN	

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	5,990.00	[12] <b>Taxi/Other Ground Transportation:</b>	1,000.00
[8] <b>Per Diem (\$55 daily):</b>	2,200.00	[13] <b>Personal Vehicle Mileage:</b>	840.00
[9] <b>Hotel:</b>	7,696.00	[14] <b>Vehicle Rental:</b>	2,000.00
[10] <b>Airline/bus/train:</b>	8,000.00	[15] <b>Other (Explain):</b>	2,000.00
[11] <b>Parking/Tolls:</b>	2,190.00	Luggage Fees, Gas, Miscellaneous	
<b>Total Cost:</b>			<b>\$ 31,916.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☐ No  
☒ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)	31,916.00	[19] <b>Name of Grant &amp; Fund #:</b> WIC Grant
		2601
		FY25_WIC_EXTRA
		10001
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$ 31,916.00</b>	

**Authorized By:** Leah Barton — Interim Executive Director

(Name may be typed; signature is not required.)

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# OUT OF TEXAS

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### [a] Previously Approved

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Housing and Community Development	[2] <b>Number of Attendees:</b> 2 <i>(If more than one to attend, please explain):</i> Ensure complete coverage of training sessions
[3] <b>Subject/Purpose:</b> 2025 American Contract Compliance Association (ACCA) Training	
[4] <b>Benefit to County:</b> Staff will receive training, certification and understanding in administration of contract compliance programs.	
[5] <b>Event Dates</b> <i>(travel dates included):</i> 8/11/2025 - 8/15/2025	[6] <b>City, State:</b> Aurora, CO

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	1,700.00	[12] <b>Taxi/Other Ground Transportation:</b>	200.00
[8] <b>Per Diem</b> <i>(\$55 daily):</i>	550.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	2,553.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	1,500.00	[15] <b>Other</b> <i>(Explain):</i>	200.00
[11] <b>Parking/Tolls:</b>	400.00	Luggage	
<b>Total Cost:</b>			<b>\$7,103.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> <i>(County grants only)</i>	7,103.00	[19] <b>Name of Grant &amp; Fund #:</b> TRANSIT_GY21
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$7,103.00</b>	

**Authorized By:** (Executive Director), Thao Costis

*(Name may be typed; signature is not required.)*

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# OUT OF TEXAS

## Travel & Training Request

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### [a] Previously Approved

*\*This section is to be completed only when a request has been approved in court and additional changes are being requested.*

#### Previously Approved Information

Court Date:	5/8/25
Amount:	\$3,395.00
# of Attendees:	1
Fund Source:	Grant

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☒ Number of Attendees
 ☐ Event Dates  
☐ City
 ☒ Estimated Expenses  
☐ Use of County Vehicle
 ☒ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Housing and Community Development	[2] <b>Number of Attendees:</b> 2 <i>(If more than one to attend, please explain):</i> full conference sessions coverage
[3] <b>Subject/Purpose:</b> National Association for County Community and Economic Development (NACCED) Conference	
[4] <b>Benefit to County:</b> Local government professionals gather to stay educated and network regarding federal funding.	
[5] <b>Event Dates</b> <i>(travel dates included):</i> 9/7/2025 - 9/11/2025	[6] <b>City, State:</b> Mesa, AZ

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	1,200.00	[12] <b>Taxi/Other Ground Transportation:</b>	100.00
[8] <b>Per Diem</b> <i>(\$55 daily):</i>	550.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	1,705.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	1,200.00	[15] <b>Other</b> <i>(Explain):</i>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$4,755.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>	4,755.00	
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$4,755.00</b>	

**Authorized By:** (Executive Director), Thao Costis

*(Name may be typed; signature is not required.)*

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# OUT OF TEXAS

## Travel & Training Request

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees      ☐ Event Dates  
☐ City      ☐ Estimated Expenses  
☐ Use of County Vehicle      ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Harris County Juvenile Probation Department	[2] <b>Number of Attendees:</b> One (1) (If more than one to attend, please explain):
[3] <b>Subject/Purpose:</b> American Psychological Association Commission on Accreditation	
[4] <b>Benefit to County:</b> Learn about other American Psychological Association accredited training programs and enhance our practices in delivery of mental health services and the training of psychologists.	
[5] <b>Event Dates (travel dates included):</b> May 29-30, 2025	[6] <b>City, State:</b> Zephyrhills, FL

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>	102.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	450.00	[14] <b>Vehicle Rental:</b>	136.00
[10] <b>Airline/bus/train:</b>	500.00	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$1,188.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
	1,188.00	American Psychological Association Commission on Accreditation
<b>Total:</b>	<b>\$1,188.00</b>	

**Authorized By:** Henry Gonzalez, Executive Director

(Name may be typed; signature is not required.)

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# OUT OF TEXAS

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Harris County Sheriff's Office	[2] <b>Number of Attendees:</b> 6 <i>(If more than one to attend, please explain):</i> 911 Director Training Conference
[3] <b>Subject/Purpose:</b> To provide training and networking with other large call center Directors from around the country.	
[4] <b>Benefit to County:</b> Exposure to new technologies, leadership techniques and problem solving strategies for Large Call centers and apply this to our own 911 Call Center	
[5] <b>Event Dates</b> <i>(travel dates included):</i> January 8 - 10, 2025	[6] <b>City, State:</b> Atlanta, GA

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	199.00	[12] <b>Taxi/Other Ground Transportation:</b>	150.00
[8] <b>Per Diem</b> <i>(\$55 daily):</i>	0.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	497.08	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	455.72	[15] <b>Other</b> <i>(Explain):</i>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$1,301.80</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>	150.00	
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	1,151.80	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
		911 Directors Forum Grant
<b>Total:</b>	<b>\$1,301.80</b>	

**Authorized By:** Ed Gonzalez, Sheriff

*(Name may be typed; signature is not required.)*

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 540 - Harris County Sheriff's Office, EDC	[2] <b>Number of Attendees:</b> 5 (If more than one to attend, please explain): Allowed by Grant
[3] <b>Subject/Purpose:</b> Attendance to the National Emergency Number Association (NENA) Expo & Conference	
[4] <b>Benefit to County:</b> To provide training, education and networking from, and with other agencies, Emergency Dispatch operators, supervisors and administrators from around the country.	
[5] <b>Event Dates (travel dates included):</b> June 22-26, 2025	[6] <b>City, State:</b> Long Beach, CA

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	3,995.00	[12] <b>Taxi/Other Ground Transportation:</b>	500.00
[8] <b>Per Diem (\$55 daily):</b>	1,375.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	5,352.40	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	2,386.95	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$13,609.35</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>	1,875.00	
[18] <b>Grant Fund:</b> (County grants only)		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	11,734.35	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
		GHC 911 FY2024 Emergency Dispatch Center Training Budget
<b>Total:</b>	<b>\$13,609.35</b>	

**Authorized By:** Sheriff Ed Gonzalez

(Name may be typed; signature is not required.)

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#### Previously Approved Information

Court Date:	04/10/25
Amount:	\$10,440.00
# of Attendees:	2
Fund Source:	Other

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☒ Event Dates  
☒ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 540-Harris County Sheriff's Office, Special Enforcement Bureau & High Tech Crime Unit	[2] <b>Number of Attendees:</b> <i>(If more than one to attend, please explain):</i>
[3] <b>Subject/Purpose:</b> Berla iVE Chip-Off Course	
[4] <b>Benefit to County:</b> Advanced training in the acquisition of vehicle data used in forensic vehicle processing.	
[5] <b>Event Dates</b> <i>(travel dates included):</i> June 23-27, 2025	[6] <b>City, State:</b> Fort Lauderdale & Davie, FL

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	[12] <b>Taxi/Other Ground Transportation:</b>	<b>[16] Use of County Vehicle?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both <i>(using county &amp; personal)</i>
[8] <b>Per Diem</b> <i>(\$55 daily):</i>	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	[15] <b>Other</b> <i>(Explain):</i>	
[11] <b>Parking/Tolls:</b>		
<b>Total Cost:</b>		\$0.00

### [d] Funding Source

[17] <b>General Fund:</b>	
[18] <b>Grant Fund:</b> <i>(County grants only)</i>	[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	\$0.00

**Authorized By:** Ed Gonzalez, Sheriff

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Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Harris County Sheriff's Office	[2] <b>Number of Attendees:</b> 1 (If more than one to attend, please explain):
[3] <b>Subject/Purpose:</b> Attend the National Asian Peace Officers' Association Annual Training Symposium and Exposition in Chicago, IL	
[4] <b>Benefit to County:</b> This symposium will focus on many topics to include: recruitment, leadership development, EEO, officer wellness, promotional and interview preparedness, and bridging the cultural gap. Participants will have the chance to network and collaborate with law enforcement professionals nationwide.	
[5] <b>Event Dates (travel dates included):</b> 7/20/25 to 7/25/25	[6] <b>City, State:</b> Chicago, IL

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	425.00	[12] <b>Taxi/Other Ground Transportation:</b>	100.00
[8] <b>Per Diem (\$55 daily):</b>	330.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	1,134.30	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	600.00	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$2,589.30</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)	2,589.00	[19] <b>Name of Grant &amp; Fund #:</b> JAG funds
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$2,589.00</b>	

**Authorized By:** Ed Gonzalez, Sheriff

(Name may be typed; signature is not required.)

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 540-Harris County Sheriff's Office	[2] <b>Number of Attendees:</b> 1 <i>(If more than one to attend, please explain):</i>
[3] <b>Subject/Purpose:</b> 2025 International Conference of Police Chaplains (ICPC) Annual Training Seminar for Law Enforcement (LE) Chaplains	
[4] <b>Benefit to County:</b> Requirement of the Chaplaincy Services Manager, Master Credentialed Chaplain & Instructor through ICPC to continue advancement of credentials.	
[5] <b>Event Dates</b> <i>(travel dates included):</i> July 20-26, 2025	[6] <b>City, State:</b> Little Rock, AR

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	664.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem</b> <i>(\$55 daily):</i>	385.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	1,200.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>		[15] <b>Other</b> <i>(Explain):</i>	
[11] <b>Parking/Tolls:</b>	105.00		
<b>Total Cost:</b>			<b>\$2,354.00</b>

#### [16] Use of County Vehicle?

- ☒ Yes  
☐ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	2,354.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
		SEIZED/LEOSE
<b>Total:</b>	<b>\$2,354.00</b>	

**Authorized By:** Ed Gonzalez, Sheriff

*(Name may be typed; signature is not required.)*

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# OUT OF TEXAS

## Travel & Training Request

### Request Form Guidelines

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### [a] Previously Approved

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 540-Harris County Sheriff's Office, Bureau	[2] <b>Number of Attendees:</b> 6 <i>(If more than one to attend, please explain):</i> Grant Allowed
[3] <b>Subject/Purpose:</b> Attend the 2025 Association of Public-Safety Communications Officials (APCO) National Conference	
[4] <b>Benefit to County:</b> To provide training, education and networking from, and with other agencies, Emergency Dispatch operators, supervisors and administrators from around the country.	
[5] <b>Event Dates (travel dates included):</b> July 26-30, 2025	[6] <b>City, State:</b> Baltimore, MD

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	4,050.00	[12] <b>Taxi/Other Ground Transportation:</b>	500.00
[8] <b>Per Diem (\$55 daily):</b>	1,650.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	5,893.92	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	2,157.24	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$14,251.16</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>	2,150.00	
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	12,101.16	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
		GHC 911 FY2025 Emergency Dispatch Center Training Budget
<b>Total:</b>	<b>\$14,251.16</b>	

**Authorized By:** Ed Gonzalez, Sheriff

*(Name may be typed; signature is not required.)*

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# OUT OF TEXAS

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees    ☐ Event Dates  
☐ City    ☐ Estimated Expenses  
☐ Use of County Vehicle    ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 540-Harris County Sheriff's Office, Bureau	[2] <b>Number of Attendees:</b> 1 (If more than one to attend, please explain):
[3] <b>Subject/Purpose:</b> Oklahoma State University, Chemistry of Pyrotechnics	
[4] <b>Benefit to County:</b> Enhance the HCSO Bomb Unit response to expand knowledge on operator-level identification of pyrotechnics/low explosives intended to function as propellants, or generate pyrotechnic effects.	
[5] <b>Event Dates (travel dates included):</b> July 27, 2025-August 2, 2025	[6] <b>City, State:</b> Tulsa, OK

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	3,000.00	[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>	385.00	[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>	1,120.51	[14] <b>Vehicle Rental:</b>	550.29	
[10] <b>Airline/bus/train:</b>	382.96	[15] <b>Other (Explain):</b>	100.00	
[11] <b>Parking/Tolls:</b>		Fuel for rental car		
<b>Total Cost:</b>			\$5,538.76	

### [d] Funding Source

[17] <b>General Fund:</b>	650.29	
[18] <b>Grant Fund:</b> (County grants only)		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	4,888.47	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
		Registration, meals, hotel, and flight will be paid for by
		Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)
<b>Total:</b>	\$5,538.76	

**Authorized By:** Ed Gonzalez, Sheriff

(Name may be typed; signature is not required.)

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# OUT OF TEXAS

## Travel & Training Request

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 540-Harris County Sheriff's Office	[2] <b>Number of Attendees:</b> 3 <i>(If more than one to attend, please explain):</i> Leaders from Internal Affairs will share knowledge with Division.
[3] <b>Subject/Purpose:</b> 2025 National Internal Affairs Investigators Association Conference	
[4] <b>Benefit to County:</b> This conference is designed to promote excellence in internal affairs by Y investigative integrity, officer wellness, and ethical standards in administrative investigations.	
[5] <b>Event Dates (travel dates included):</b> August 24-28, 2025	[6] <b>City, State:</b> Louisville, KY

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	1,900.00	[12] <b>Taxi/Other Ground Transportation:</b>	400.00
[8] <b>Per Diem (\$55 daily):</b>	825.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	3,200.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	2,500.00	[15] <b>Other (Explain):</b>	300.00
[11] <b>Parking/Tolls:</b>		luggage	
<b>Total Cost:</b>			<b>\$9,125.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	9,125.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
		SEIZED/LEOSE
<b>Total:</b>	<b>\$9,125.00</b>	

**Authorized By:** Ed Gonzalez, Sheriff

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# OUT OF TEXAS

## Travel & Training Request

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### [a] Previously Approved

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 540-Harris County Sheriff's Office	[2] <b>Number of Attendees:</b> 4 <i>(If more than one to attend, please explain):</i> CIRT and Behavioral Health Training will both send two employees
[3] <b>Subject/Purpose:</b> Crisis Intervention Team (CIT) International Conference	
[4] <b>Benefit to County:</b> This annual conference offers a variety of trainings/lectures by international industry leaders who provide updated best-practice approach crisis intervention and de-escalation.	
[5] <b>Event Dates (travel dates included):</b> 08/10/2025-08/13/2025	[6] <b>City, State:</b> Anaheim, CA

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	2,700.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>	880.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	3,312.36	[14] <b>Vehicle Rental:</b>	317.40
[10] <b>Airline/bus/train:</b>	2,707.92	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$9,917.68</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>	9,917.68	
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$9,917.68</b>	

**Authorized By:** Ed Gonzalez, Sheriff

*(Name may be typed; signature is not required.)*

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# OUT OF TEXAS

## Travel & Training Request

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 540-Harris County Sheriff's Office, Patrol Bureau	[2] <b>Number of Attendees:</b> 1 (If more than one to attend, please explain):
[3] <b>Subject/Purpose:</b> Hazmat Operations and Technician Course	
[4] <b>Benefit to County:</b> Prerequisite for Hazardous Device Technician Class	
[5] <b>Event Dates (travel dates included):</b> August 24-30, 2025	[6] <b>City, State:</b> Anniston, AL

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	3,000.00	[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>	385.00	[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>	1,044.12	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>	328.00	[15] <b>Other (Explain):</b>	165.00	
[11] <b>Parking/Tolls:</b>		Additional Per Diem Provided		
<b>Total Cost:</b>			\$4,922.12	

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	4,922.12	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
		Department of Homeland Security (DHS)
<b>Total:</b>	\$4,922.12	

**Authorized By:** Ed Gonzalez, Sheriff

(Name may be typed; signature is not required.)

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# OUT OF TEXAS

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### [a] Previously Approved

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#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 213 - Fire Marshal's Office	[2] <b>Number of Attendees:</b> (If more than one to attend, please explain): 1
[3] <b>Subject/Purpose:</b> International Code Council's Annual Conference	
[4] <b>Benefit to County:</b> Increase efficiencies and productivity, enhance job productivity and knowledge while networking with peers and earning professional CEUs.	
[5] <b>Event Dates (travel dates included):</b> October 18 - 22, 2025	[6] <b>City, State:</b> Cleveland, OH

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	715.00	[12] <b>Taxi/Other Ground Transportation:</b>	300.00
[8] <b>Per Diem (\$55 daily):</b>	275.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	2,000.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	1,000.00	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$4,290.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
	4,290.00	2326 Fire Code
<b>Total:</b>	<b>\$4,290.00</b>	

**Authorized By:** Laurie L. Christensen, Fire Marshal

(Name may be typed; signature is not required.)

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# OUT OF TEXAS

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Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 270 - Institute of Forensic Sciences	[2] <b>Number of Attendees:</b> 3 (If more than one to attend, please explain): Continuing education requirements
[3] <b>Subject/Purpose:</b> International Symposium on Human Identification (ISHI) Conference	
[4] <b>Benefit to County:</b> ISHI is a conference that provides a forum for the exchange of ideas and information among forensic DNA scientists. In addition, this meeting will allow scientists to fulfill continuing education requirements.	
[5] <b>Event Dates (travel dates included):</b> November 3 - 6, 2025	[6] <b>City, State:</b> Palm Beach, FL

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	3,600.00	[12] <b>Taxi/Other Ground Transportation:</b>	480.00
[8] <b>Per Diem (\$55 daily):</b>	660.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	1,890.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	1,800.00	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>	240.00		
<b>Total Cost:</b>			<b>\$8,670.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both (using county & personal)

### [d] Funding Source

[17] <b>General Fund:</b>	8,670.00	
[18] <b>Grant Fund:</b> (County grants only)		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$8,670.00</b>	

**Authorized By:** Dr. Luis A. Sanchez, Executive Director & Chief ME

(Name may be typed; signature is not required.)

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#### Previously Approved Information

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Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> Probate Court Two	[2] <b>Number of Attendees:</b> 1 <i>(If more than one to attend, please explain):</i>
[3] <b>Subject/Purpose:</b> National College of Probate Judges Spring Conference 2025 in Mystic, CT	
[4] <b>Benefit to County:</b> Obtain required CLE for Probate Judges	
[5] <b>Event Dates (travel dates included):</b> May 6, 2025 - May 9, 2025	[6] <b>City, State:</b> Mystic, CT

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	570.00	[12] <b>Taxi/Other Ground Transportation:</b>	130.00	[16] <b>Use of County Vehicle?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both <i>(using county &amp; personal)</i>
[8] <b>Per Diem (\$55 daily):</b>	220.00	[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>	750.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>	450.00	[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$2,120.00	

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	2,120.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
		Fund 2214 Judicial Education
<b>Total:</b>	\$2,120.00	

**Authorized By:** Astrid Rivas

*(Name may be typed; signature is not required.)*

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# OUT OF TEXAS

## Travel & Training Request

### Request Form Guidelines

- If a request has been approved in court and a new form is submitted to request additional changes, please complete the "Previously Approved" section below.
- List only the number of attendees, omitting names from the form as this information is subject to change.
- Refrain from using acronyms unless description of acronym is provided.
- If a non-county fund is covering expenses, list under "Other" for funding source.

This space for County Clerk's Office use only.

### [a] Previously Approved

*\*This section is to be completed only when a request has been approved in court and additional changes are being requested.*

#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> 994 - PROBATE COURT NO. 4	[2] <b>Number of Attendees:</b> 1 <i>(If more than one to attend, please explain):</i>
[3] <b>Subject/Purpose:</b> NATIONAL COLLEGE OF PROBATE JUDGES 2025 SPRING CONFERENCE	
[4] <b>Benefit to County:</b> CONTINUING LEGAL EDUCATION INCLUDING LEGISLATIVE AND ANY OTHER JUDICIAL UPDATES; CONFERENCE IS NOT OFFERED VIRTUALLY - JUDGE MUST ATTEND	
[5] <b>Event Dates (travel dates included):</b> MAY 5, 2025 THROUGH MAY 9, 2025	[6] <b>City, State:</b> MYSTIC, CONNECTICUT

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	550.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>	275.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	650.00	[14] <b>Vehicle Rental:</b>	225.00
[10] <b>Airline/bus/train:</b>	500.00	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>	200.00		
<b>Total Cost:</b>			<b>\$2,400.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>	2,400.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b> 2214 - JUDICIAL EDUCATION SUPPORT FUND
<b>Total:</b>	<b>\$2,400.00</b>	

**Authorized By:** JUDGE JAMES HORWITZ

*(Name may be typed; signature is not required.)*

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# OUT OF TEXAS

## Travel & Training Request

### Request Form Guidelines

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- List only the number of attendees, omitting names from the form as this information is subject to change.
- Refrain from using acronyms unless description of acronym is provided.
- If a non-county fund is covering expenses, list under "Other" for funding source.

This space for County Clerk's Office use only.

### [a] Previously Approved

*\*This section is to be completed only when a request has been approved in court and additional changes are being requested.*

#### Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

#### What additional changes are being requested?

*(Only select the changes that apply)*

- ☐ Number of Attendees
 ☐ Event Dates  
☐ City
 ☐ Estimated Expenses  
☐ Use of County Vehicle
 ☐ Funding Source

### [b] Requested Information

[1] <b>Department Name:</b> COUNTY JUDGE'S OFFICE	[2] <b>Number of Attendees:</b> 4 <i>(If more than one to attend, please explain):</i> To staff Judge Hidalgo during trip
[3] <b>Subject/Purpose:</b> Judge Hidalgo was asked to lead the first Harris County delegation to Paris, in collaboration with Greater Houston Partnership and Rice University to showcase the county as a lead in global innovation and AI.	
[4] <b>Benefit to County:</b> Economic development opportunities and future investment in our region, public policy collaboration with European ministers and elected officials, and strengthening our global footprint on energy and tech sector	
[5] <b>Event Dates (travel dates included):</b> June 8, 2025 - June 15, 2025	[6] <b>City, State:</b> Paris, France

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[12] <b>Taxi/Other Ground Transportation:</b>	800.00
[8] <b>Per Diem (\$55 daily):</b>	1,760.00	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	14,140.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	6,600.00	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>			<b>\$23,300.00</b>

#### [16] Use of County Vehicle?

- ☐ Yes  
☒ No  
☐ Both *(using county & personal)*

### [d] Funding Source

[17] <b>General Fund:</b>	23,300.00	
[18] <b>Grant Fund:</b> <i>(County grants only)</i>		[19] <b>Name of Grant &amp; Fund #:</b>
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$23,300.00</b>	

**Authorized By:** ANGELICA LUNA KAUFMAN

*(Name may be typed; signature is not required.)*

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