HRRM	Form 34	141		
Harris	County	TX (03	/01/	2023

				ENT REQUEST FORM
Business Unit Name: Resc	ources for Children	and A	Adults	Business Unit Number: 88000
	S	ECTION	I I – TYP	E OF REQUEST
Fund	ction	1 -	heck licable	Comments
Position Update			✓	May require Commissioners Court approval
Position Reclassification				May require Commissioners Court approval
New Position Request		-	•	Requires Commissioners Court approval
Is computer usage < 25%?		Y Y	es 🗸 N	o Does not require annual Cybersecurity training if "Yes"
	SECT	TION II	– REASC	ON FOR REQUEST
Grant Renewa	1 .			
<u> </u>				
				
	SECTIO	N III –	PROPOS	SED EFFECTIVE DATE
Proposed Effective Date	9/21/24			st be the beginning of a pay period. For requests requiring Commissioners proval, the earliest effective date will be the first pay period after approval.
· · · · · · · · · · · · · · · · · · ·	10/01/2024			9/29/25

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed		
Ose Fos_List_File (FCN Download) to complete all fields		Complete all fields for a new position or change appropriate field(s) for existing position.		
		Number of Positions		
Position Title	CASE MGR, YOUTH WELLNESS	Position Title (30 Spaces Maximum)		
Job Code Number	000152	Job Code Number		
Job Code Description	CASE MANAGER II	Job Code Description		
Position Number	10026751	Position Number (HRRM Use Only)		
Company (CS, FC, HC, JV or PA)	HC 1	Company (CS, FC, HC, JV or PA)		
Business Unit	88000	Business Unit		
Home Department ID Number	88004900	Home Department ID Number		
Location	920B000	Location		
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary		
Budgeted Hours	40	Budgeted Hours		
Salary Range Maximum	\$32.88	Salary Range Maximum		
FLSA Code	NON-EXEMPT	FLSA Code		
Reports To Position Number	10021972	Reports To Position Number		
Fund Code	2601	Fund Code		
Funding Department ID Number	88004900	Funding Department ID Number		
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010	
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)		
Project/Grant (Projects or Grants only)	AWARE_GY24	Project/Grant (Projects or Grants only)	AWARE_GY25	
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	TUUUT	

for the same of th	8/5/24
Business Unit Approval (Business Unit Head or Designee)	Date

HRRM	Form	3441		
Harris	Count	v, TX	(03/01	/2023)

	POSITION	MAI	VA	GEME	NT REQUEST FORM
Business Unit Name: Reso	urces for Children	and	Αc	lults	Business Unit Number: 88000
	S	ECTIC	NI	- TYPE	OF REQUEST
Func	tion		Chec		Comments
Position Update			√		May require Commissioners Court approval
Position Reclassification					May require Commissioners Court approval
New Position Request		-			Requires Commissioners Court approval
Is computer usage < 25%?			Yes	√ No	Does not require annual Cybersecurity training if "Yes"
	SEC	ΓΙΟΝΙ	- F	REASON	I FOR REQUEST
Grant Renewal					
· · · · · · · · · · · · · · · · · · ·					
	SECTIO	N III -	- PR	OPOSE	D EFFECTIVE DATE
Proposed Effective Date	9/21/24				be the beginning of a pay period. For requests requiring Commissioners oval, the earliest effective date will be the first pay period after approval
					0/29/25

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.		
	ITAKAPANIN I PERPERBERA	Number of Positions		
Position Title	CASE MGR, YOUTH WELLNESS	Position Title (30 Spaces Maximum)		
Job Code Number	000152	Job Code Number		
Job Code Description	CASE MANAGER II	Job Code Description		
Position Number	10026750	Position Number (HRRM Use Only)		
Company (CS, FC, HC, JV or PA)	HC	Company (CS, FC, HC, JV or PA)		
Business Unit	88000	Business Unit		
Home Department ID Number	88004900	Home Department ID Number		
Location	920B000	Location		
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary		
Budgeted Hours	40	Budgeted Hours		
Salary Range Maximum	\$32.88	Salary Range Maximum		
FLSA Code	NON-EXEMPT	FLSA Code		
Reports To Position Number	10021983	Reports To Position Number		
Fund Code	2601	Fund Code		
Funding Department ID Number	88004900	Funding Department ID Number		
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010	
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)		
Project/Grant (Projects or Grants only)	AWARE_GY24	Project/Grant (Projects or Grants only)	AWARE GY25	
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	TUUUT	

	8/5/24	
Business Unit Approval (Business Unit Head or Designee)	Date	,

HRRM	Form 3	441				
Harris	County	, TX	(03	/01	/202	(3)

	POSITION I	MAN	AGE	ME	NT REQUEST FORM
Business Unit Name: Reso	ources for Children	and A	Adult	ts	Business Unit Number: 88000
	Sı	ECTION	- T	YPE (OF REQUEST
	ction		neck Iicable		Comments
Position Update			✓		May require Commissioners Court approval
Position Reclassification	·				May require Commissioners Court approval
New Position Request					Requires Commissioners Court approval
Is computer usage < 25%?		Ye	es 🗸	No	Does not require annual Cybersecurity training if "Yes"
	SECT	ION II	- REA	SON	FOR REQUEST
Grant Renewa	l ·				
	SECTIO	N III – I	PROP	OSEI	D EFFECTIVE DATE
Proposed Effective Date	9/21/24		Date n	nust l appro	be the beginning of a pay period. For requests requiring Commissioners oval, the earliest effective date will be the first pay period after approva
	10/01/2024				7/29/25

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.		
		Number of Positions		
Position Title	CASE MGR, YOUTH WELLNESS	Position Title (30 Spaces Maximum)		
Job Code Number	000152	Job Code Number		
Job Code Description	CASE MANAGER II	Job Code Description		
Position Number	10026749	Position Number (HRRM Use Only)		
Company (CS, FC, HC, JV or PA)	HC	Company (CS, FC, HC, JV or PA)		
Business Unit	88000	Business Unit		
Home Department ID Number	88004900	Home Department ID Number		
Location	920B000	Location		
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary		
Budgeted Hours	40	Budgeted Hours		
Salary Range Maximum	\$32.88	Salary Range Maximum		
FLSA Code	NON-EXEMPT	FLSA Code		
Reports To Position Number	10021983	Reports To Position Number		
Fund Code	2601	Fund Code		
Funding Department ID Number	88004900	Funding Department ID Number		
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010	
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)		
Project/Grant (Projects or Grants only)	AWARE_GY24	Project/Grant (Projects or Grants only)	AWARE_GY25	
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	TUUUT	

902	8/5/24	
Business Unit Approval (Business Unit Head or Designee)	Date	

HRRM	Form	3441		
Harris	Count	v. TX	(03/01	/2023)

Proposed Effective Date

Grant Effective Date

9/21/24

From: 10/01/2024

Resources for Chil	aren ana <i>P</i>	auits	Business Unit Number: 88000
	SECTION	I – TYPE	OF REQUEST
Function		eck icable	Comments
Position Update	,	7	May require Commissioners Court approval
Position Reclassification			May require Commissioners Court approval
New Position Request			Requires Commissioners Court approval
Is computer usage < 25%?	Ye	s 🗸 No	Does not require annual Cybersecurity training if "Yes"
	SECTION II -	- REASO	N FOR REQUEST

SECTION IV – POSITION DATA

_{To:} 9/29/25

SECTION III – PROPOSED EFFECTIVE DATE

Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.		
		Number of Positions		
Position Title	SUPV, PREVENTION	Position Title (30 Spaces Maximum)		
Job Code Number	000545	Job Code Number		
Job Code Description	SUPERVISOR III	Job Code Description		
Position Number	10026747	Position Number (HRRM Use Only)		
Company (CS, FC, HC, JV or PA)	HC	Company (CS, FC, HC, JV or PA)		
Business Unit	88000	Business Unit		
Home Department ID Number	88004900	Home Department ID Number		
Location	920B000	Location		
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary		
Budgeted Hours	40	Budgeted Hours		
Salary Range Maximum	\$34.66	Salary Range Maximum		
FLSA Code	Exempt	FLSA Code		
Reports To Position Number	10026744	Reports To Position Number		
Fund Code	2601	Fund Code		
Funding Department ID Number	88004900	Funding Department ID Number		
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010	
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)		
Project/Grant (Projects or Grants only)	AWARE_GY24	Project/Grant (Projects or Grants only)	AWARE GY25	
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	10001	

472	8/5/24	
Business Unit Approval (Business Unit Head or Designee)	Date	

HRRM	Form	3441		
Harris	Count	v. TX	(03/01	/2023

	POSITION	MANA	AGEME	ENT REQUEST FORM
Business Unit Name: Resc	ources for Children	and A	dults	Business Unit Number: 88000
	S	ECTION	I – TYPE	OF REQUEST
Fund	ction		ieck icable	Comments
Position Update		,	/	May require Commissioners Court approval
Position Reclassification				May require Commissioners Court approval
New Position Request			Requires Commissioners Court approval	
Is computer usage < 25%?	· · · · · · · · · · · · · · · · · · ·	Ye	s ✓ No	Does not require annual Cybersecurity training if "Yes"
we the second	SECT	ΓΙΟΝ ΙΙ -	- REASOI	N FOR REQUEST
Grant Renewa	l			
•	SECTIO	N III – F	ROPOSE	ED EFFECTIVE DATE
Proposed Effective Date	9/21/24			be the beginning of a pay period. For requests requiring Commissioner: roval, the earliest effective date will be the first pay period after approva
Grant Effective Date	From: 10/01/2024		To:	9/29/25

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.		
		Number of Positions		
Position Title	SUPV, PREVENTION	Position Title (30 Spaces Maximum)		
Job Code Number	000545	Job Code Number		
Job Code Description	SUPERVISOR III	Job Code Description		
Position Number	10026746	Position Number (HRRM Use Only)		
Company (CS, FC, HC, JV or PA)	HC	Company (CS, FC, HC, JV or PA)		
Business Unit	88000	Business Unit		
Home Department ID Number	88004900	Home Department ID Number		
Location	920B000	Location		
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary		
Budgeted Hours	40	Budgeted Hours		
Salary Range Maximum	\$34.66	Salary Range Maximum		
FLSA Code	Exempt	FLSA Code		
Reports To Position Number	10026744	Reports To Position Number		
Fund Code	2601	Fund Code	:	
Funding Department ID Number	88004900	Funding Department ID Number		
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010	
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)		
Project/Grant (Projects or Grants only)	AWARE_GY24	Project/Grant (Projects or Grants only)	AWARE_GY25	
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	TUUUT	

400	8/5/24	
Business Unit Reproval (Business Unit Head or Designee)	Date	
• • •		

HRRM	Form 3	441		
Harris	County.	TX	(03/01	/20231

	POSITION	WANA	GEMI	ENT REQUEST FORM
Business Unit Name: Reso	ources for Children	and A	dults	Business Unit Number: 88000
	SE	ECTION I	- TYPE	OF REQUEST
Fund	ction	Che Applio		Comments
Position Update		✓	<u> </u>	May require Commissioners Court approval
Position Reclassification				May require Commissioners Court approval
New Position Request				Requires Commissioners Court approval
Is computer usage < 25%?		Yes	√ No	Does not require annual Cybersecurity training if "Yes"
	SECT	TION II –	REASO	N FOR REQUEST
Grant Renewa	1			
	•			
	SECTIO	N III – PI	ROPOSE	ED EFFECTIVE DATE
Proposed Effective Date	9/21/24			t be the beginning of a pay period. For requests requiring Commissioners roval, the earliest effective date will be the first pay period after approval
Grant Effective Date	From: 10/01/2024			9/29/25

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.		
		Number of Positions		
Position Title	MANAGER, PROJECT	Position Title (30 Spaces Maximum)		
Job Code Number	000533	Job Code Number		
Job Code Description	MANAGER IV	Job Code Description		
Position Number	10026744	Position Number (HRRM Use Only)		
Company (CS, FC, HC, JV or PA)	HC	Company (CS, FC, HC, JV or PA)		
Business Unit	88000	Business Unit		
Home Department ID Number	88004900	Home Department ID Number	i v.	
Location	920B000	Location		
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary		
Budgeted Hours	40	Budgeted Hours		
Salary Range Maximum	\$50.61	Salary Range Maximum		
FLSA Code	Exempt	FLSA Code		
Reports To Position Number	10023684	Reports To Position Number		
Fund Code	2601	Fund Code		
Funding Department ID Number	88004900	Funding Department ID Number		
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010	
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)		
Project/Grant (Projects or Grants only)	AWARE_GY24	Project/Grant (Projects or Grants only)	AWARE_GY25	
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	10001	

402	8/5/24	
Business Unit Approval (Business Unit Head or Designee)	Date	

POSITION	MANA	GEM	ENT REQUEST FORM
Business Unit Name: Resources for Childre	n and A	dults	Business Unit Number: 88000
	SECTION I	– TYPI	OF REQUEST
Function	Che Applio		Comments
Position Update	1		May require Commissioners Court approval
Position Reclassification			May require Commissioners Court approval
New Position Request			Requires Commissioners Court approval
Is computer usage < 25%?	Yes	V N	Does not require annual Cybersecurity training if "Yes"
SE	CTION II –	REASO	N FOR REQUEST

SECTION III – PROPOSED EFFECTIVE DATE

9/21/24

From: 10/01/2024

Proposed Effective Date

Grant Effective Date

SECTION IV – POSITION DATA

_{To:} 9/29/25

Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.

Current Use "Pos_List_File" (PCN Download) to complete all fields	Proposed Complete all fields for a new position or change appropriate field(s) for existing position.						
		Number of Positions						
Position Title	SUPV, PREVENTION	Position Title (30 Spaces Maximum)						
Job Code Number	000545	Job Code Number						
Job Code Description	SUPERVISOR III	Job Code Description						
Position Number	10026753	Position Number (HRRM Use Only)						
Company (CS, FC, HC, JV or PA)	HC	Company (CS, FC, HC, JV or PA)						
Business Unit	88000	Business Unit						
Home Department ID Number	88004900	Home Department ID Number						
Location	920B000	Location						
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary						
Budgeted Hours	40	Budgeted Hours						
Salary Range Maximum	\$34.66	Salary Range Maximum						
FLSA Code	Exempt	FLSA Code						
Reports To Position Number	10026744	Reports To Position Number						
Fund Code	2601	Fund Code						
Funding Department ID Number	88004900	Funding Department ID Number						
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010					
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)						
Project/Grant (Projects or Grants only)	AWARE_GY24	Project/Grant (Projects or Grants only)	AWARE GY25					
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	10001					

for	8/5/24	
Business Unit Approval (Business Unit Head or Designee)	Date	

BUDGET REVENUE/EXPENDITURE APPROPRIATION

GY25

							TRANSF	ER FOR	RM					<u> </u>		
REF (GL)	:							Journal N	Nm.:							
REF (PR	D.I & AC	TIV)·						Journal N	lm :							
	ТО							FROM								
Department Name							Department Name									
880 HC Resources for Children and Adults Fund Description						Fund Des	crintion									
i unu Des	cription							i dila Des	cription							
GY25 AW																
GLBU	FUND	DEPT	ACCT	PCBU	PROJ	ACTIV	AMOUNT	GLBU	FUND	DEPT	ACCT	PCBU	PROJ	ACTIV	AMOUNT	
HCNTY	2601	88004900	510010	HC001	AWARE_GY25	10001	68,332.32		\sqcup		↓					
HCNTY	2601	88004900	520010	HC001	AWARE_GY25	10001	5,227.42		\vdash		↓					
HCNTY	2601	88004900	520040	HC001	AWARE_GY25	10001	20,448.62		\vdash							
HCNTY	2601	88004900	520050	HC001	AWARE_GY25	10001	690.16		\sqcup							
HCNTY	2601	88004900	520060	HC001	AWARE_GY25	10001	68.34				↓					
HCNTY	2601	88004900	520070	HC001	AWARE_GY25	10001	10,366.02		\perp							
			<u> </u>	ļ							<u> </u>					
			<u> </u>	ļ												
			<u> </u>													
						TOTAL	105,132.88							TOTAL		
Reason for To set up			funds for A	WARE grad	nt FY25 and reverse o	nce the funds are a	warded.									
						DEPARTME	NT/BUDGET M	ANAGEME	ENT APPI	ROVALS						
Approved	Bri Bri	ican E	3ap	ind	ale		3/2024	Approved	Bru	an E	3ax	end	ale		13/2024	
Dept. H	lead/Offi	icial Signature	; (TO)			Date			lead/Offic	ial Signatur	e (FROM)			Date		
Approved	Approved By							Commissi	oners Co	urt Approval	Date					

Date

Budget Management

BUDGET REVENUE/EXPENDITURE APPROPRIATION TRANSFER FORM

GY25

							IKANSE	EK FUK	IVI						<u> </u>	
REF (GL)	:							Journal N	m.:							
REF (PRO	J & AC	TIV):						Journal N	m.:							
		,.			то			FROM								
Department Name							Department Name									
880 HC Resources for Children and Adults Fund Description							Fund Des	cription								
	•							l and Boo	op							
GY25 AW							T		·					T		
GLBU	FUND	DEPT	ACCT	PCBU	PROJ	ACTIV	AMOUNT	GLBU	FUND	DEPT	ACCT	PCBU	PROJ	ACTIV		
HCNTY	1000	88004900	920012				105,132.88	HCNTY	1000	88004900	728058				105,132.88	
						<u> </u>										
						TOTAL	105,132.88							TOTAL	105,132.88	
Reason for To set up			funds for A	WARE gra	nt FY25 and reverse o	once the funds a	re awarded.									
						DEPAR	TMENT/BUDGET M	ANAGEME	ΝΤ ΔΡΡ	ROVALS						
Approved	Bv				4	DEFAIL	I III LITTI DODGET IN	Annroyed	By							
		r Ba		dae	le	8/	/13/2024	Br	ian	r Ba	Ken	dal	le	8	3/13/2024	
		cial Signature	e'(TO)			Date	•	Dept. H	lead/Offi	cial Signature	(FROM)			Dat	.e	
Approved	Bv							I Commission	oners Co	ourt Approval	Date					

Date

Budget Management