

**b. In Texas**

	Dept.	No.	Purpose	Date(s)	Location	Cost	Fund
1.	HRRM	1	American Council of Engineering Companies Virtual Conf.	10/28-29	Houston	\$250	General
2.	HRRM	1	Texas County & District Retirement System board meeting	12/1-2	Austin	\$615	General
3.	OCE	1	Backflow Prevention Assembly Tester course*	12/6-10	Houston	\$650	General
4.	OCE	1	Backflow Prevention Assembly Tester course*	12/13-15	Houston	\$500	General
5.	OCE	2	Post-Harvey Climate & Flood Impacts Conference	1/27-28/2022	Houston	\$640	General
6.	FCD	3	American Meteorological Society meeting	1/22-27/2022	Houston	\$2,703	FCD
7.	TRA	1	SSPEED Conference	1/27-28/2022	Houston	\$275	TRA
8.	US	6	Azure Administrator Associate exam	TBD	Houston	\$990	General
9.	US	10	Mobile application testing certification training	TBD	Houston	\$8,196	General
10.	US	7	Agile testing certification training & exam	Multiple	Houston	\$10,843	General
11.	PHS	3	Maven Admin virtual training	Multiple	Houston	\$6,000	Grant
12.	PHS	1	Lead paint abatement training	12/20-23	Houston	\$725	Grant
13.	CS	3	Novogradac On-Line Tax Credit Housing Finance Conference	12/2-3	Houston	\$597	Grant
14.	C3	1	Standardized field sobriety testing instructor course*	12/5-10	Lufkin	\$1,180	Other
15.	C5	5	Public Safety Telecommunicator online course	TBD	Houston	\$1,250	Other
16.	SHERIFF	-	Certified Fraud Examiner certification review course* (\$7,630 appvd. 9/14 for 2 attnds.-location change)	10/31-11/4	Austin	-	Other
17.	SHERIFF	1	HHIDTA executive board strategic planning meeting*	11/17-19	College Station	\$475	General
18.	SHERIFF	3	Ocean Corporation commercial diver training* (\$64,800 appvd. 8/10 for 4 attnds.-add attnds., exp., & date change)	Multiple	Houston	\$48,600	Grant
19.	SHERIFF	3	Motor vehicle crime investigators course*	11/28-12/2	Dallas	\$2,240	Other
20.	SHERIFF	-	Explosive breacher entry training* (\$21,450 appvd. 10/12 for 8 attnds.-date change)	12/13-17	Bryan	-	Grant
21.	DA	3	Lone Star Award recipient	11/14-16	Austin	\$1,665	General
22.	DA	25	Capital & non capital prosecution training	11/16-19	Plano	\$28,175	General
23.	DA	3	Trial preparation meeting	11/22	Lubbock	\$2,865	General
24.	DA	1	First line supervisor training*	12/13-15	Bryan	\$600	Other
25.	DA	40	Prosecutor Trial Skills course	1/9-14/2022	Austin	\$71,000	Other
26.	JP 1.1	4	Texas Justice Court Training Center	2/15-17/2022	Austin	\$1,130	General
27.	JP 1.1	4	Texas Justice Court Training Center	3/21-23/2022	Galveston	\$1,000	General
28.	JP 1.1	1	Texas Justice Court Training Center	5/8-10/2022	Austin	\$550	General
29.	JP 1.1	3	Texas Justice Court Training Center	6/6-8/2022	San Antonio	\$895	General
30.	JP 1.1	4	Texas Justice Court Training Center	6/12-14/2022	Austin	\$910	General
31.	JP 2.2	1	Justice of the Peace core curriculum & eviction workshop	11/28-12/1	Galveston	\$695	General
32.	JP 3.2	1	Justice of the Peace core curriculum training	11/28-30	Galveston	\$400	General
33.	JP 3.2	1	Eviction workshop training	11/30-12/1	Galveston	\$235	General
34.	JP 3.2	3	Virtual new court personnel seminar	1/11/2022	Houston	\$150	General
35.	JP 3.2	2	New court personnel seminar	6/12-14/2022	Austin	\$1,275	General
36.	JP 4.2	1	Regional Judge seminar	11/28-12/1	Galveston	\$610	General
37.	AUD	1	Gov'tl Generally Accepted Accounting Principles virt. training	12/9	Houston	\$180	General
38.	PA	2	Inspect & tag county owned assets*	Multiple	Various	-	-
Subtotal		153	In Texas average cost per attendee:		\$1,301	\$199,064	
Total		165					\$233,040

\*Travel by county vehicle

FY 2021-22 = 3/1/21-2/28/22

FY 2022 = 3/1/22-9/30/22

General \$	Grant \$	Other \$	Total \$
68,724	57,920	106,396	233,040
Cumulative FY 2021-22	Out of Texas \$	In Texas \$	Total \$
	999,060	3,137,440	4,136,500

# IN 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)

- |  |   |
|--|---|
| <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> Human Resources & Risk Management	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> American Council of Engineering Companies 2021 Fall Virtual Conference	
[4] <b>Benefit to County:</b> The conference is held to assist in identifying Best Talent and Defining Culture in the new age of work.	
[5] <b>Event Dates (travel dates included):</b> October 28th & 29th, 2021	[6] <b>City:</b> Houston

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	250.00	[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>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>		Meals will be provided		
<b>Total Cost:</b>			\$250.00	

### [d] Funding Source

[17] <b>General Fund:</b>	250.00	
[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>	\$250.00	

Authorized By: H. Shain Carrizal

(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)

- |  |   |
|--|---|
| <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> Human Resources & Risk Management	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> Texas County & District Retirement System Board meeting	
[4] <b>Benefit to County:</b> Harris County is the largest participant in the Texas County & District Retirement System (TCDRS). Attending the board meeting gives insight into upcoming initiatives, financial markets, and investments of TCDRS.	
[5] <b>Event Dates (travel dates included):</b> December 1-2, 2021	[6] <b>City:</b> Austin

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[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>	110.00	[13] <b>Personal Vehicle Mileage:</b>	205.00	
[9] <b>Hotel:</b>	300.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$615.00	

### [d] Funding Source

[17] <b>General Fund:</b>	615.00	
[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>	\$615.00	

Authorized By: H. Shain Carrizal

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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)

- |  |   |
|--|---|
| <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> Office of the County Engineer	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> The 40 Hour - Backflow Prevention Assembly Tester (BPAT) course will provide plumbing personnel with the necessary training and testing required for licensure by TCEQ as a Backflow Prevention Assembly Tester.	
[4] <b>Benefit to County:</b> This course is required for all plumbing personnel to be qualified to test and repair Backflow Preventers.	
[5] <b>Event Dates (travel dates included):</b> Monday, December 6, 2021 - Friday, December 10, 2021	[6] <b>City:</b> Houston

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	650.00	[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$650.00	

### [d] Funding Source

[17] <b>General Fund:</b>	650.00	
[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>	\$650.00	

Authorized By: \_\_\_\_\_



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Court Date:	
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> Office of the County Engineer	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> The 24 Hour - BPAT CE (Continuing Education) course provides the certified plumbing personnel with necessary training & testing required for licensure renewal by TCEQ as a Backflow Prevention Assembly Tester	
[4] <b>Benefit to County:</b> This course is a continuing education course required for certified plumbing personnel to renew their Backflow Prevention Assembly Tester license in order to test and repair Backflow Preventers.	
[5] <b>Event Dates (travel dates included):</b> Monday, December 13, 2021 - Wednesday, December 15, 2021	[6] <b>City:</b> Houston

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	500.00	[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$500.00	

### [d] Funding Source

[17] <b>General Fund:</b>	500.00	
[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>	\$500.00	

Authorized By:

Alan Max

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

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Amount:	
# of Attendees:	
Fund Source:	

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- |  |   |
|--|---|
| <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> Harris County Engineering Department	[2] <b>Number of Attendees:</b> 2
[3] <b>Subject/Purpose:</b> Post-Harvey Climate & Flood Impacts on the Built Environment	
[4] <b>Benefit to County:</b> The Infrastructure Resilience Team is working on the Harris County Flood Resilience Plan and information from this conference could help shape the plan.	
[5] <b>Event Dates (travel dates included):</b> January 27 & 28, 2022	[6] <b>City:</b> Houston

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	550.00	[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>		[13] <b>Personal Vehicle Mileage:</b>	50.00	
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>	40.00			
<b>Total Cost:</b>			\$640.00	

### [d] Funding Source

[17] <b>General Fund:</b>	640.00	
[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>	\$640.00	

Authorized By: Joe Castillo

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

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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> Flood Control District	[2] <b>Number of Attendees:</b> 3
[3] <b>Subject/Purpose:</b> American Meteorological Society (AMS) 102nd Annual Meeting	
[4] <b>Benefit to County:</b> AMS will allow experts in the meteorological and hydrological field to come together to discuss recent research, methodologies, and technologies with respect to forecasting. Conference will follow CDC guidelines.	
[5] <b>Event Dates (travel dates included):</b> 01/22-27/2022	[6] <b>City:</b> Houston

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	2,255.00	[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>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>	448.00			
<b>Total Cost:</b>			\$2,703.00	

### [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>	2,703.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b> Flood Control - 090
<b>Total:</b>	\$2,703.00	

**Authorized By:** Alan R. Black, P.E., Interim Executive Director

(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)

- |  |   |
|--|---|
| <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> Toll Road Authority	[2] <b>Number of Attendees:</b> One (1)
[3] <b>Subject/Purpose:</b> Request for one (1) county employees to attend the 10th Severe Storm Prediction, Education, & Evacuation from Disasters Center (SSPEED) conference.	
[4] <b>Benefit to County:</b> Required training for the IRT team. Training offers access to over thirty academic, consulting and governmental experts in the field of transportation, flooding, urban design and policy, and hurricane preparedness.	
[5] <b>Event Dates (travel dates included):</b> January 27 - 28, 2022	[6] <b>City:</b> Houston

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	275.00	[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>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$275.00	

### [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>	275.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b> Fund: 5302 (Toll Road) Department ID: 05002000 (Executive Office)
<b>Total:</b>	\$275.00	

**Authorized By:** Roberto Trevino, Executive Director

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

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**IN 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)

- |  |   |
|--|---|
| <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> Universal Services (HCUS) / Quality Assurance	[2] <b>Number of Attendees:</b> 6
[3] <b>Subject/Purpose:</b> Microsoft Certified: Azure Administrator Associate (Exam ONLY) Course is free if you do online self-paced	
[4] <b>Benefit to County:</b> 1 of 2 Azure and Dev Ops Administration courses that will certify and educate the Configuration Management team on Administration task they are currently doing	
[5] <b>Event Dates (travel dates included):</b> TBD - Upon Self pace course completion	[6] <b>City:</b> Houston, TX

**[c] Estimated Expenses**

[7] <b>Registration Fee:</b>	990.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>		<b>\$ 990.00</b>	

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

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

**[d] Funding Source**

[17] <b>General Fund:</b>	990.00	
[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>\$ 990.00</b>	

**Authorized By:** MG Richard J Noriega (Ret)

(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)

- |  |   |
|--|---|
| <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> Universal Services (HCUS) / Quality Assurance	[2] <b>Number of Attendees:</b> 10
[3] <b>Subject/Purpose:</b> Mobile Application Testing - ISTQB Software Testing Certification Training	
[4] <b>Benefit to County:</b> Will provide a testing certification for the Members of the QA Team, it will provide them with knowledge of how to test Mobile Applications.	
[5] <b>Event Dates (travel dates included):</b> TBD - Coordinate with the Vendor	[6] <b>City:</b> Houston, TX

**[c] Estimated Expenses**

[7] <b>Registration Fee:</b>	8,196.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>		<b>\$ 8,196.00</b>	

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

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

**[d] Funding Source**

[17] <b>General Fund:</b>	8,196.00	
[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>\$ 8,196.00</b>	

**Authorized By:** MG Richard J Noriega (Ret)

(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)*

- |  |   |
|--|---|
| <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> Universal Services (HCUS) / Quality Assurance	[2] <b>Number of Attendees:</b> 7
[3] <b>Subject/Purpose:</b> Agile Testing -ISTQB Software Testing Certification Training and Exam	
[4] <b>Benefit to County:</b> Will provide a testing certification for the Members of the QA Team, it will provide them with knowledge of how to test within an Agile process environment.	
[5] <b>Event Dates (travel dates included):</b> 2 dates: 12/2/2021-12/3/2021, 11/2/2021-	[6] <b>City:</b> Houston, TX

**[c] Estimated Expenses**

[7] <b>Registration Fee:</b>	10,843.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>		<b>\$ 10,843.00</b>	

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

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

**[d] Funding Source**

[17] <b>General Fund:</b>	10,843.00	
[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>\$ 10,843.00</b>	

**Authorized By:** MG Richard J Noriega (Ret)*(Name may be typed; signature is not required.)*

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# IN 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)

- |  |   |
|--|---|
| <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 Public Health Preparedness and Response (OPHPR)	[2] <b>Number of Attendees:</b> 3
[3] <b>Subject/Purpose:</b> Maven Admin Training (Virtual)	
[4] <b>Benefit to County:</b> The virtual training will provide tools and knowledge needed for Maven implementation.	
[5] <b>Event Dates (travel dates included):</b> November 8-11 & November 15-18, 2021	[6] <b>City:</b> Houston, TX

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	6,000.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>		<b>\$ 6,000.00</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)	6,000.00	[19] <b>Name of Grant &amp; Fund #:</b> IDCU/COVID - 2601 - 27585010 - PH001 100001000000781 - 10001
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$ 6,000.00</b>	

**Authorized By:** Barbie L. Robinson, MPP, JD, CHC — Executive Director  
 (Name may be typed; signature is not required.)

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# IN 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)

- |  |   |
|--|---|
| <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) / Environmental Public Health (EPH)	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> Lead Paint Abatement Training for Abatement Supervisors	
[4] <b>Benefit to County:</b> The course provides information on lead-based paint abatement and the current regulatory guidelines for those supervising lead paint abatement projects.	
[5] <b>Event Dates (travel dates included):</b> December 20-23, 2021	[6] <b>City:</b> Houston, TX

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	625.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>	100.00
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>		<b>\$ 725.00</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)	725.00	[19] <b>Name of Grant &amp; Fund #:</b> 2601-27520040-1000000264 HUD Lead Based Paint Hazard Grant
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$ 725.00</b>	

**Authorized By:** Barbie L. Robinson, MPP, JD, CHC — Executive Director  
 (Name may be typed; signature is not required.)

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## IN 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)

- |  |   |
|--|---|
| <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> Community Services Department	[2] <b>Number of Attendees:</b> 3
[3] <b>Subject/Purpose:</b> 2021 Novogradac On-Line Tax Credit Housing Finance Conference	
[4] <b>Benefit to County:</b> The Executive Director is responsible for driving innovated program development within the departmental staff.	
[5] <b>Event Dates (travel dates included):</b> December 2-3, 2021	[6] <b>City:</b> Houston, TX

## [c] Estimated Expenses

[7] <b>Registration Fee:</b> 597.00	[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>	[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>	[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>		
<b>Total Cost:</b> \$597.00		

## [d] Funding Source

[17] <b>General Fund:</b>		
[18] <b>Grant Fund:</b> (County grants only)	597.00	[19] <b>Name of Grant &amp; Fund #:</b> Community Development Block Grant
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	\$597.00	

Authorized By: Adrienne Holloway

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

DocuSigned by:

Adrienne Holloway

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## Request Form Guidelines

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# IN 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)

- |  |   |
|--|---|
| <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> HARRIS COUNTY CONSTABLE PRECINCT 3	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> STANDARDIZED FIELD SOBRIETY TESTING INSTRUCTOR COURSE	
[4] <b>Benefit to County:</b> ATTENDEE WILL BE CERTIFIED TO INSTRUCT THE STANDARDIZED FIELD SOBRIETY TESTING TRAINING CURRICULUM AND TO ADMINISTER THE COURSES TO PERSONNEL.	
[5] <b>Event Dates (travel dates included):</b> DECEMBER 5-10, 2021	[6] <b>City:</b> LUFKIN

## [c] Estimated Expenses

[7] <b>Registration Fee:</b>	150.00	[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>	330.00	[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>	700.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$1,180.00	

## [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>	1,180.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b> LEOSE
<b>Total:</b>	\$1,180.00	

Authorized By: KATIE EVANS

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

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## Request Form Guidelines

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## IN 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)

- |  |   |
|--|---|
| <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> Constable Precinct 5	[2] <b>Number of Attendees:</b> 5
[3] <b>Subject/Purpose:</b> Public Safety Telecommunicator	
[4] <b>Benefit to County:</b> This course is required as a prerequisite by the State of Texas and TCOLE to take the state telecommunications exam.	
[5] <b>Event Dates (travel dates included):</b> TBD Online	[6] <b>City:</b> Houston

## [c] Estimated Expenses

[7] <b>Registration Fee:</b>	1,250.00	[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>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$1,250.00	

## [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>
	1,250.00	LEOSE
<b>Total:</b>	\$1,250.00	

Authorized By: Constable Ted Heap

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

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# IN 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:	09/14/21
Amount:	\$7,630.00
# 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, Criminal Investigations Bureau	[2] <b>Number of Attendees:</b>
[3] <b>Subject/Purpose:</b> Certified Fraud Examiner Certification Review Course	
[4] <b>Benefit to County:</b> training will aid financial crime investigators during court testimony and lend credibility and professionalism to the county	
[5] <b>Event Dates (travel dates included):</b> October 31 - November 4, 2021	[6] <b>City:</b> Austin

### [c] Estimated Expenses

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

#### [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)	[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

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

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# IN TEXAS

## Travel & Training Request

### Request Form Guidelines

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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)

- |  |   |
|--|---|
| <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> 540 Harris County Sheriff's Office, Homeland Security Bureau	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> Houston High Intensity Drug Trafficking Area Executive Board Strategic Planning Meeting	
[4] <b>Benefit to County:</b> Mitigate the trafficking of narcotics and narcotic profits in the greater Houston area	
[5] <b>Event Dates (travel dates included):</b> November 17-19, 2021	[6] <b>City:</b> College Station

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>	165.00	[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>	310.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$475.00	

### [d] Funding Source

[17] <b>General Fund:</b>	475.00	
[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>	\$475.00	

Authorized By: Ed Gonzalez, Sheriff

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# IN 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:	08/10/21
Amount:	\$64,800.00
# of Attendees:	4
Fund Source:	Grant

#### What additional changes are being requested?

(Only select the changes that apply)

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

### [b] Requested Information

[1] <b>Department Name:</b> 540 Harris County Sheriff's Office, Homeland Security Bureau	[2] <b>Number of Attendees:</b> 3
[3] <b>Subject/Purpose:</b> The Ocean Corporation Commercial Diver Training	
[4] <b>Benefit to County:</b> To certify personnel as commercial divers	
[5] <b>Event Dates (travel dates included):</b> November 23, 2021 - July 31, 2022	[6] <b>City:</b> Houston

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	48,600.00	[12] <b>Taxi/Other Ground Transportation:</b>	
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>	
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>			
<b>Total Cost:</b>		<b>\$48,600.00</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)	48,600.00	[19] <b>Name of Grant &amp; Fund #:</b> FY2020 URBAN AREAS SECURITY INITIATIVE
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$48,600.00</b>	

**Authorized By:** Ed Gonzalez, Sheriff

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

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# IN 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)

- |  |   |
|--|---|
| <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> 540 Harris County Sheriff's Office, Criminal Investigations Bureau	[2] <b>Number of Attendees:</b> 3
[3] <b>Subject/Purpose:</b> Intermediate Motor Vehicle Crime Investigators Course	
[4] <b>Benefit to County:</b> Course required to obtain necessary access to databases and information and eligibility to complete confidential vehicle identification	
[5] <b>Event Dates (travel dates included):</b> November 28 - December 2, 2021	[6] <b>City:</b> Dallas

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>	825.00	[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>	1,415.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$2,240.00	

### [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>	2,240.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b> LEOSE
<b>Total:</b>	\$2,240.00	

**Authorized By:** Ed Gonzalez, Sheriff

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

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# IN 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:	10/12/21
Amount:	\$21,450.00
# of Attendees:	8
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> 540 Harris County Sheriff's Office, Homeland Security Bureau	[2] <b>Number of Attendees:</b>
[3] <b>Subject/Purpose:</b> Explosive Breacher Entry	
[4] <b>Benefit to County:</b> Training provides knowledge and skills in the application of explosive breaching for SWAT team	
[5] <b>Event Dates (travel dates included):</b> December 13-17, 2021	[6] <b>City:</b> Bryan

### [c] Estimated Expenses

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

### [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>
<b>Total:</b>	\$0.00

Authorized By: Ed Gonzalez, Sheriff

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

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# IN 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)*

- |  |   |
|--|---|
| <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> 545- Harris County District Attorney's Office	[2] <b>Number of Attendees:</b> Three (3)
[3] <b>Subject/Purpose:</b> The Association of Substance Abuse Programs 2021 Lone Star Award Recipient	
[4] <b>Benefit to County:</b> Broaden the knowledge	
[5] <b>Event Dates (travel dates included):</b> November 14-16, 2021	[6] <b>City:</b> Austin, Texas

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[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>	495.00	[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>	900.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>	270.00			
<b>Total Cost:</b>			<b>\$1,665.00</b>	

### [c] Funding Source

[17] <b>General Fund:</b>	1,665.00	
[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>\$1,665.00</b>	

Authorized By: \_\_\_\_\_

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

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# IN 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)*

- |  |   |
|--|---|
| <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> 545- Harris County District Attorney's Office	[2] <b>Number of Attendees:</b> Twenty-Five (25)
[3] <b>Subject/Purpose:</b> Capital and Non Capital Training for the Prosecution	
[4] <b>Benefit to County:</b> Broaden the knowledge.	
[5] <b>Event Dates (travel dates included):</b> November 16-19, 2021	[6] <b>City:</b> Plano, Texas

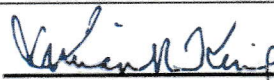
### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	1,875.00	[12] <b>Taxi/Other Ground Transportation:</b>	1,500.00	[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>	5,500.00	[13] <b>Personal Vehicle Mileage:</b>	7,375.00	
[9] <b>Hotel:</b>	11,925.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			<b>\$28,175.00</b>	

### [d] Funding Source

[17] <b>General Fund:</b>	28,175.00	[19] <b>Name of Grant &amp; Fund #:</b>
[18] <b>Grant Fund:</b> (County grants only)		
[20] <b>Other Source:</b>		[21] <b>Name of Other Source (&amp; fund # if applicable):</b>
<b>Total:</b>	<b>\$28,175.00</b>	

Authorized By: \_\_\_\_\_



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

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## Request Form Guidelines

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# IN TEXAS

## Travel & Training Request

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- If a non-county fund is covering expenses, list under "Other" for funding source.

## [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)

- |  |   |
|--|---|
| <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> 545 - Harris County District Attorney's Office	[2] <b>Number of Attendees:</b> Three (3)
[3] <b>Subject/Purpose:</b> Meeting witness Case #1577092/182nd DC (Capital Murder)	
[4] <b>Benefit to County:</b> Trial Preparation.	
[5] <b>Event Dates (travel dates included):</b> November 22, 2021	[6] <b>City:</b> Lubbock, Texas

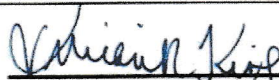
## [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[12] <b>Taxi/Other Ground Transportation:</b>	90.00	[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>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>	2,700.00	[15] <b>Other (Explain):</b>	75.00	
[11] <b>Parking/Tolls:</b>		Meals		
<b>Total Cost:</b>			\$2,865.00	

## [d] Funding Source

[17] <b>General Fund:</b>	2,865.00	
[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>	\$2,865.00	

Authorized By:



Vivian King

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

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# IN 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)*

- |  |   |
|--|---|
| <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> 545 - Harris County District Attorney's Office	[2] <b>Number of Attendees:</b> One (1)
[3] <b>Subject/Purpose:</b> LET585 First Line Supervisor	
[4] <b>Benefit to County:</b> Broaden the knowledge	
[5] <b>Event Dates (travel dates included):</b> December 13-15, 2021	[6] <b>City:</b> Bryan, Texas

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	375.00	[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>	165.00	[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>	60.00			
<b>Total Cost:</b>			<b>\$600.00</b>	

### [a] 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>	600.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b> 2331 - LEOSE Law Enforcement Attendee will be staying with family
<b>Total:</b>	<b>\$600.00</b>	

Authorized By: \_\_\_\_\_

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

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# IN 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)*

- |  |   |
|--|---|
| <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> 545 - Harris County District Attorney's Office	[2] <b>Number of Attendees:</b> Forty (40)
[3] <b>Subject/Purpose:</b> Texas District & County Attorney's Association: 2022 Prosecutor Trial Skills Course	
[4] <b>Benefit to County:</b> Attendance at this Conference is critical for the continued operations of the District Attorney's Office. The Conference must be attended in person to meet the desired objectives for "NEW" attorneys.	
[5] <b>Event Dates (travel dates included):</b> January 9, 2022 thru January 14, 2022	[6] <b>City:</b> Austin, Texas

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	14,000.00	[12] <b>Taxi/Other Ground Transportation:</b>	400.00
[8] <b>Per Diem (\$55 daily):</b>	13,200.00	[13] <b>Personal Vehicle Mileage:</b>	16,000.00
[9] <b>Hotel:</b>	26,400.00	[14] <b>Vehicle Rental:</b>	
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>	
[11] <b>Parking/Tolls:</b>	1,000.00		
<b>Total Cost:</b>		<b>\$71,000.00</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>	71,000.00	[21] <b>Name of Other Source (&amp; fund # if applicable):</b> 2076 - Asset Forfeiture
<b>Total:</b>	<b>\$71,000.00</b>	

Authorized By: \_\_\_\_\_

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

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# IN TEXAS

## Travel & Training Request

### Request Form Guidelines

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- 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)

- |  |   |
|--|---|
| <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> JUSTICE OF THE PEACE 1-1	[2] <b>Number of Attendees:</b> FOUR
[3] <b>Subject/Purpose:</b> TEXAS JUSTICE COURT TRAINING CENTER FY2022	
[4] <b>Benefit to County:</b> THIS TRAINING WILL ENHANCE THE CLERK KNOWLEDGE, SKILLS, ABILITIES AND CONFIDENCE IN THEIR POSITION AS JUSTICE COURT CLERK	
[5] <b>Event Dates (travel dates included):</b> FEBRUARY 15-17, 2022	[6] <b>City:</b> AUSTIN

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	600.00	[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>		[13] <b>Personal Vehicle Mileage:</b>	200.00	
[9] <b>Hotel:</b>	330.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$1,130.00	

### [d] Funding Source

[17] <b>General Fund:</b>	1,130.00	
[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>	\$1,130.00	

Authorized By: KATHERINA NGUYEN

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

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# IN 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)

- |  |   |
|--|---|
| <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> JUSTICE OF THE PEACE 1-1	[2] <b>Number of Attendees:</b> FOUR
[3] <b>Subject/Purpose:</b> TEXAS JUSTICE COURT TRAINING CENTER FY 2022	
[4] <b>Benefit to County:</b> THIS TRAINING WILL ENHANCE THE CLERK KNOWLEDGE, SKILLS, ABILITIES AND CONFIDENCE IN THEIR POSITION AS JUSTICE COURT CLERK	
[5] <b>Event Dates (travel dates included):</b> MARCH 21-23, 2022	[6] <b>City:</b> GALVESTON

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	600.00	[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>		[13] <b>Personal Vehicle Mileage:</b>	70.00	
[9] <b>Hotel:</b>	330.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$1,000.00	

### [d] Funding Source

[17] <b>General Fund:</b>	1,000.00	
[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>	\$1,000.00	

Authorized By: KATHERINA NGUYEN

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

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# IN TEXAS

## Travel & Training Request

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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)

- |  |   |
|--|---|
| <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> JUSTICE OF THE PEACE 1-1	[2] <b>Number of Attendees:</b> ONE
[3] <b>Subject/Purpose:</b> TEXAS JUSTICE COURT TRAINING CENTER FY2022	
[4] <b>Benefit to County:</b> THIS TRAINING WILL ALLOW THE JUDGE TO SATISFY THE EDUCATIONAL REQUIREMENT FOR HIS OFFICE REQUIRED BY LAW, AND IT CONCERNS THE BASIC MISSION OF OUR JUSTICE COURT	
[5] <b>Event Dates (travel dates included):</b> MAY 8-10, 2022	[6] <b>City:</b> AUSTIN

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	75.00	[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>	165.00	[13] <b>Personal Vehicle Mileage:</b>	200.00	
[9] <b>Hotel:</b>	110.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$550.00	

### [d] Funding Source

[17] <b>General Fund:</b>	550.00	
[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>	\$550.00	

Authorized By: KATHERINA NGUYEN

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

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## Request Form Guidelines

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# IN TEXAS

## Travel & Training Request

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- If a non-county fund is covering expenses, list under "Other" for funding source.

## [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)

- |  |   |
|--|---|
| <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> JUSTICE OF THE PEACE 1-1	[2] <b>Number of Attendees:</b> THREE
[3] <b>Subject/Purpose:</b> TEXAS JUSTICE COURT TRAINING CENTER FY 2022	
[4] <b>Benefit to County:</b> THIS TRAINING WILL ENHANCE THE CLERK KNOWLEDGE, SKILLS, ABILITIES AND CONFIDENCE IN THEIR POSITION AS JUSTICE COURT CLERK	
[5] <b>Event Dates (travel dates included):</b> JUNE 06-08, 2022	[6] <b>City:</b> SAN ANTONIO

## [c] Estimated Expenses

[7] <b>Registration Fee:</b>	450.00	[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>		[13] <b>Personal Vehicle Mileage:</b>	225.00	
[9] <b>Hotel:</b>	220.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$895.00	

## [d] Funding Source

[17] <b>General Fund:</b>	895.00	
[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>	\$895.00	

Authorized By: KATHERINA NGUYEN

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

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# IN 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)

- |  |   |
|--|---|
| <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> JUSTICE OF THE PEACE 1-1	[2] <b>Number of Attendees:</b> FOUR
[3] <b>Subject/Purpose:</b> TEXAS JUSTICE COURT TRAINING CENTER FY 2022	
[4] <b>Benefit to County:</b> THIS TRAINING WILL ENHANCE THE CLERK KNOWLEDGE, SKILLS, ABILITIES AND CONFIDENCE IN THEIR POSITION AS JUSTICE COURT CLERK	
[5] <b>Event Dates (travel dates included):</b> JUNE 12-14, 2022	[6] <b>City:</b> AUSTIN

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	600.00	[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>		[13] <b>Personal Vehicle Mileage:</b>	200.00	
[9] <b>Hotel:</b>	110.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$910.00	

### [d] Funding Source

[17] <b>General Fund:</b>	910.00	
[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>	\$910.00	

Authorized By: KATHERINA NGUYEN

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

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# IN 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)

- |  |   |
|--|---|
| <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> Justice of the Peace Precinct 2 Place 2	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> To attend FY_22 Justice of the Peace Core Curriculum and FY_22 Eviction Workshop	
[4] <b>Benefit to County:</b> To provide continuing judicial education	
[5] <b>Event Dates (travel dates included):</b> November 28 - December 1, 2021	[6] <b>City:</b> Galveston, Texas

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	150.00	[12] <b>Taxi/Other Ground Transportation:</b>	0.00	[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>	220.00	[13] <b>Personal Vehicle Mileage:</b>	60.00	
[9] <b>Hotel:</b>	165.00	[14] <b>Vehicle Rental:</b>	0.00	
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>	0.00	
[11] <b>Parking/Tolls:</b>	100.00			
<b>Total Cost:</b>			<b>\$695.00</b>	

### [d] Funding Source

[17] <b>General Fund:</b>	695.00	
[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>\$695.00</b>	

Authorized By: Melissa Dees

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

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## Request Form Guidelines

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# IN TEXAS

## Travel & Training Request

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- If a non-county fund is covering expenses, list under "Other" for funding source.

## [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)

- |  |   |
|--|---|
| <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> Justice of the Peace Precinct 3, Place 2	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> Texas Justice Court Training Center Justice of the Peace Core Curriculum	
[4] <b>Benefit to County:</b> Required Continuing Legal Education course for Justice of the Peace	
[5] <b>Event Dates (travel dates included):</b> 11/28 - 11/30	[6] <b>City:</b> Galveston

## [c] Estimated Expenses

[7] <b>Registration Fee:</b>	75.00	[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>	165.00	[13] <b>Personal Vehicle Mileage:</b>	50.00	
[9] <b>Hotel:</b>	110.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$400.00	

## [d] Funding Source

[17] <b>General Fund:</b>	400.00	
[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>	\$400.00	

Authorized By: MARY ANN G. CARRION

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

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# IN 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.

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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)

- |  |   |
|--|---|
| <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> Justice of the Peace Precinct 3, Place 2	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> Texas Justice Court Training Center Eviction Workshop	
[4] <b>Benefit to County:</b> Best practices for handling evictions	
[5] <b>Event Dates (travel dates included):</b> 11/30 - 12/1	[6] <b>City:</b> Galveston

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	75.00	[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>	55.00	[13] <b>Personal Vehicle Mileage:</b>	50.00	
[9] <b>Hotel:</b>	55.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$235.00	

### [d] Funding Source

[17] <b>General Fund:</b>	235.00	
[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>	\$235.00	

Authorized By: MARY ANN G. CARRION

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

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## Request Form Guidelines

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## IN 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)

- |  |   |
|--|---|
| <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> Justice of the Peace, Precinct 3 Place 2	[2] <b>Number of Attendees:</b> 3
[3] <b>Subject/Purpose:</b> Texas Justice Court Training Center - Virtual New Court Personnel Seminar	
[4] <b>Benefit to County:</b> Court staff will have first hand knowledge of the justice courts policies and procedures	
[5] <b>Event Dates (travel dates included):</b> 1/11/2022	[6] <b>City:</b> Houston

## [c] Estimated Expenses

[7] <b>Registration Fee:</b>	150.00	[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>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$150.00	

## [d] Funding Source

[17] <b>General Fund:</b>	150.00	
[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>	\$150.00	

Authorized By: MARY ANN G. CARRION  
(Name may be typed; signature is not required.)

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# IN 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)

- |  |   |
|--|---|
| <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> Justice of the Peace, Precinct 3 Place 2	[2] <b>Number of Attendees:</b> 2
[3] <b>Subject/Purpose:</b> Texas Justice Court Training Center - New Court Personnel Seminar	
[4] <b>Benefit to County:</b> Court staff will have first hand knowledge of the justice courts policies and procedures	
[5] <b>Event Dates (travel dates included):</b> 6/12/22 - 6/14/22	[6] <b>City:</b> Austin

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>	300.00	[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>	330.00	[13] <b>Personal Vehicle Mileage:</b>	425.00	
[9] <b>Hotel:</b>	220.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b> Overhead Assessment		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$1,275.00	

### [d] Funding Source

[17] <b>General Fund:</b>	1,275.00	
[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>	\$1,275.00	

Authorized By: MARY ANN G. CARRION

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

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# IN 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)

- |  |   |
|--|---|
| <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> Justice of the Peace 4-2	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> Regional Judge Seminar	
[4] <b>Benefit to County:</b> To Provide continuing judicial education to Justice Court Judge	
[5] <b>Event Dates (travel dates included):</b> November 28-December 1, 2021	[6] <b>City:</b> Galveston, Tx

### [c] Estimated Expenses

[7] <b>Registration Fee:</b>		[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>	220.00	[13] <b>Personal Vehicle Mileage:</b>	75.04	
[9] <b>Hotel:</b>	315.00	[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			<b>\$610.04</b>	

### [d] Funding Source

[17] <b>General Fund:</b>	610.04	
[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>\$610.04</b>	

Authorized By: Dianett Solis

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

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# IN 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)

- |  |   |
|--|---|
| <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> Auditor's Office	[2] <b>Number of Attendees:</b> 1
[3] <b>Subject/Purpose:</b> To participate in the annual GAAP update. (Governmental Generally Accepted Accounting Principles)	
[4] <b>Benefit to County:</b> The encore presentation will provide knowledge and understanding on updates and new developments impacting audits of state and local governments.	
[5] <b>Event Dates (travel dates included):</b> 12/9/2021 Live Streaming	[6] <b>City:</b> Houston

### [c] Estimated Expenses

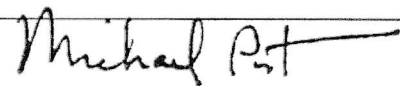
[7] <b>Registration Fee:</b>	180.00	[12] <b>Taxi/Other Ground Transportation:</b>		[16] <b>Use of County Vehicle?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] <b>Per Diem (\$55 daily):</b>		[13] <b>Personal Vehicle Mileage:</b>		
[9] <b>Hotel:</b>		[14] <b>Vehicle Rental:</b>		
[10] <b>Airline/bus/train:</b>		[15] <b>Other (Explain):</b>		
[11] <b>Parking/Tolls:</b>				
<b>Total Cost:</b>			\$180.00	

### [d] Funding Source

[17] <b>General Fund:</b>	180.00	
[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>	\$180.00	

Authorized By: Mike Post

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



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# IN 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)

- |  |   |
|--|---|
| <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> Office of the Purchasing Agent	[2] <b>Number of Attendees:</b> 2
[3] <b>Subject/Purpose:</b> Request for authorization to use a county vehicle to travel outside Harris County to inspect and tag County owned assets.	
[4] <b>Benefit to County:</b> Reduce cost for transporting vehicle/equipment to Harris County to inspect and tag prior to returning to vendor to complete build-out of after market equipment.	
[5] <b>Event Dates (travel dates included):</b> November 30, 2021 to November 29, 2022	[6] <b>City:</b> Various Texas Cities

### [c] Estimated Expenses

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

Authorized By: DeWight Dopslauf

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

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