BUDGET REVENUE/EXPENDITURE APPROPRIATION

							IRANSFI	ER FOR	IVI						
REF (GL):							Journal Nm.:								
REF (PROJ & ACTIV): TO Department Name							Journal Nm.:								
								FROM							
							Departmen	nt Name							
Harris County Juvenile Probation						Harris Cou	inty Juve	enile Probatio	n						
Harris County Juvenile Probation Fund Description							Fund Desc	ription							
Gen Fund								Gen Fund							
GLBU	FUND	DEPT	ACCT	PCBU	PROJ	ACTIV	AMOUNT	GLBU	FUND	DEPT	ACCT	PCBU	PROJ	ACTIV	AMOUNT
HCNTY	1000	84001110	920012				60,000.00	HCNTY	1000	84001110	920011				60,000.00
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															1
		<u> </u>	<u> </u>		<u> </u>	TOTAL	60,000,00				<u> </u>			TOTAL	60,000,00
Reason fo	r Transf	er				TOTAL	60,000.00	<u> </u>						TOTAL	60,000.00
Dogwoot fe			e 41		a ta tha VOCA aff of th	ha Cayarnar (CIFT)	want through	40/00/0000			4:				

Request for temporary transfer from the general funds to the VOCA off of the Governor, (GIFT) grant through 12/30/2022 until new grant award is made.

	DEPARTMENT/BUDGET N	ANAGEMENT APPROVALS	
Approved By Glept. Head/Official Signature (TO)	08/30/2022 Date	Approved By Debyt. Heyld/Official Signature (FROM)	08/30/2022 Date
Approved By	Bute	Commissioners Court Approval Date	Date
Budget Management	Date		

County Auditor's Form 1294	
Harris County, Texas (03/10)	

REQUEST FOR SIMULTANEOUS SUBMISSION OF GRANT AWARD AND REVENUE CERTIFICATION TO COMMISSIONERS COURT

Department Name	Department Number	Date
Harris County Juvenile Probation Department (HCJPD)	840	8/30/22
Department Contact Name	Department Contact Teleph	none Number
Janie Moreno	713-222-4824	
Date to Present the Grant Award to Commissioners Court for Acceptance	Grant Award Amount to be	Certified
9/13/22	\$60,000.00	
Grant Awarding Agency		
Reason for Simultaneously Submitting Grant Award and Revenue Certification Request bythe Harris County Juvenile Probation Department for authoribudget in the amount of \$60,000.00 to fund the cost of three grant post Girls Inspiring Future Triumphs (GIFT) grant from the Office of the Gov September 30, 2023.	ization to temporarily t sitions pending receipt	of the award for the
DEPARTMENT APPROVAL		
Official/Department Head or Designee Signature		/30/2022
AUDITOR'S OFFICE APPROVA	\L	
Grants Accounting Manager Signature	Date	
County Auditor or Chief Assistant County Auditor Signature	Date	

Budget Management Form 3441 Harris County, TX (06/01/2021)

POSITION MANAGEMENT REQUEST FORM

Business Unit Name:

Harris County Juvenile Probation

Business Unit Number:

84000

SECTION I - TYPE OF REQUEST

Function		Che	ck able	Comments
Position Update		1		May require Commissioners Court approval
Position Reclassification		Т		May require Commissioners Court approval
New Position Request				Requires Commissioners Court approval
Is additional office space required?	Ye	25	/ No	

SECTION II – REASON FOR REQUEST

Extend these positions until new grant is awarded through 12/30/2022

SECTION III - PROPOSED EFFECTIVE DATE

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.
Grant Effective Date	From: 10/01/2022 To: 09	0/30/2023

SECTION IV - POSITION DATA

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	1		
Position Description (Title)	Youth Development Coord	Position Description (Title-30 Spaces Max)			
lob Code Description	Juvenile Prob Officer I	Job Code Description			
Position Number	10020524	Position Number (HRRM Use Only)			
Company (CS, FC, HC, JV or PA)	HCT	Company (CS, FC, HC, JV or PA)			
Business Unit	84000	Business Unit			
Home Department ID Number	84052300	Home Department ID Number			
Location	891C000	Location			
Full Time, Part Time or Temporary	F	Full Time, Part Time or Temporary			
Budgeted Hours	40	Budgeted Hours			
Salary Range Maximum	27.71	Salary Range Maximum			
FLSA Code	N	FLSA Code			
Reports To Position Number	10021468	Reports To Position Number			
Fund Code	2601	Fund Code			
Funding Department ID Number	84052300	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)	GIFT_GY22	Project/Grant (Projects or Grants only)	GIFT_GY23		
Activity ID (Projects or Grants only)	GIFT_GRANT	Activity ID (Projects or Grants only)			
Resource Type (Not currently used)		Resource Type (Not currently used)			

Fabiola	Salas

08/29/2022

Business Unit Approval (Business Unit Head or Designee)

Date

Budget Management Form 3441 Harris County, TX (06/01/2021)

POSITION MANAGEMENT REQUEST FORM

Business Unit Name: Harris County Juvenile Probation

Business Unit Number:

84000

SECTION I – TYPE OF REQUEST

Function		hecl olica		Comments			
Position Update		\overline{A}		May require Commissioners Court approval			
Position Reclassification		\Box		May require Commissioners Court approval			
New Position Request				Requires Commissioners Court approval			
Is additional office space required?		5 /	No				

SECTION II – REASON FOR REQUEST

Extend these positions until new grant is awarded through 12/30/2022

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SECTION IV - POSITION DATA

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	ion.		
Position Description (Title)	Therapist	Position Description (Title-30 Spaces Max)	<u> </u>		
Job Code Description	Thrpst I	Job Code Description			
Position Number	10020629	Position Number (HRRM Use Only)			
Company (CS, FC, HC, JV or PA)	нст	Company (CS, FC, HC, JV or PA)			
Business Unit	84000	Business Unit			
Home Department ID Number	84054300	Home Department ID Number			
Location	891C000	Location			
Full Time, Part Time or Temporary	F	Full Time, Part Time or Temporary			
Budgeted Hours	40	Budgeted Hours			
Salary Range Maximum	353.77	Salary Range Maximum			
FLSA Code	1	FLSA Code			
Reports To Position Number	10021436	Reports To Position Number			
Fund Code	2601	Fund Code	<u> </u>		
Funding Department ID Number	B4054300	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)	GIFT_GY22	Project/Grant (Projects or Grants only)	GIFT_GY23		
Activity ID (Projects or Grants only)	GIFT_GRANT	Activity ID (Projects or Grants only)			
Resource Type (Not currently used)		Resource Type (Not currently used)			

Fabiola Salas	08/29/2022
usiness Unit Approval (Business Unit Head or Designee)	Date

Budget Management Form 3441 Harris County, TX (06/01/2021)

POSITION MANAGEMENT REQUEST FORM

Business Unit Name:

Harris County Juvenile Probation

Business Unit Number:

84000

SECTION I - TYPE OF REQUEST

Function	Che Applio		Comments	
Position Update	√		May require Commissioners Court approval	
Position Reclassification			May require Commissioners Court approval	
New Position Request			Requires Commissioners Court approval	
Is additional office space required?	Yes	√ No		

SECTION II - REASON FOR REQUEST

Extend these positions until new grant is awarded through 12/30/2022

SECTION III - PROPOSED EFFECTIVE DATE

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.
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SECTION IV - POSITION DATA

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		Number of Positions	1
Position Description (Title)	Therapist	Position Description (Title-30 Spaces Max)	
Job Code Description	Thrpst I	Job Code Description	
Position Number	10020629	Position Number (HRRM Use Only)	
Company (CS, FC, HC, JV or PA)	HCT	Company (CS, FC, HC, JV or PA)	
Business Unit	84000	Business Unit	<u> </u>
Home Department ID Number	84054300	Home Department ID Number	<u></u>
Location	891C000	Location	
Full Time, Part Time or Temporary	F	Full Time, Part Time or Temporary	<u></u>
Budgeted Hours	40	Budgeted Hours	
Salary Range Maximum	353 77	Salary Range Maximum	
FLSA Code	1	FLSA Code	
Reports To Position Number	10021436	Reports To Position Number	
Fund Code	2601	Fund Code	
Funding Department ID Number	84054300	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)	<u> </u>
Project/Grant (Projects or Grants only)	GIFT_GY22	Project/Grant (Projects or Grants only)	GIFT_GY23
Activity ID (Projects or Grants only)	GIFT_GRANT	Activity ID (Projects or Grants only)	
Resource Type (Not currently used)		Resource Type (Not currently used)	

Fabiola Sa

08/29/2022

Business Unit Approval (Business Unit Head or Designee)

Date