

a. **Out of Texas**

	Dept.	No.	Purpose	Date(s)	Location	Cost	Fund
1.	OCA	1	National Association of Counties early childhood training	10/19-21	Washington, DC	\$1,515	General
2.	TRA	10	Various trainings, meetings, conferences, & membership fees*	FY 2023	Various	\$25,000	TRA
3.	TRA	20	Various trainings, meetings, conferences, & membership fees*	FY 2023	Various	\$35,000	TRA
4.	TRA	25	Various trainings, meetings, conferences, & membership fees*	FY 2023	Various	\$75,000	TRA
5.	PCS	1	National Assn. of Clean Air Agencies hybrid membership mtg.	10/18-20	Crystal City, VA	\$1,647	General
6.	LIB	1	Urban Libraries Council Forum	11/16-18	Washington, DC	\$2,249	General
7.	JUVPROB	1	Convening training	10/25-28	Baltimore, MD	\$1,226	Grant
8.	SHERIFF	1	Law Enforcement Rapid Response Training Conference	10/4-8	Oxon Hill, MD	\$4,040	Other
9.	SHERIFF	1	Digital evidence investigations training	10/9-15	Hoover, AL	\$1,910	Other
10.	SHERIFF	-	Southeastern Homicide Investigators Association Conference* (\$8,680 appvd. 9/13 for 8 attnds.-location change)	11/13-18	Gulf Shores, AL	-	Other
11.	SHERIFF	2	Law enforcement related meetings*	FY 2023	Various	\$20,500	Other
12.	SHERIFF	250	Emergency related travel*	FY 2023	Various	\$200,000	Other
13.	SHERIFF	50	Law enforcement investigations related travel*	FY 2023	Various	\$235,000	Other
14.	SHERIFF	25	Prisoner transports*	FY 2023	Various	\$235,000	Other
15.	CA	1	National Joint Conference of Librarians of Color	10/5-9	St. Pete Beach, FL	\$868	Other
16.	PD	2	Trial Lawyers College	10/1-24	Estes Park, CO	\$9,150	Other
17.	OJS	1	American Society of Criminology meeting	11/15-19	Atlanta, GA	\$1,972	General
18.	PCT2	50	Various trainings, mtgs., confs., license, & membership fees	FY 2023	Various	\$45,000	General
Subtotal		442	Out of Texas average cost per attendee:		\$2,025	\$895,077	

OUT OF TEXAS

Travel & Training Request

Request Form Guidelines

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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] Department Name: Office of County Administration	[2] Number of Attendees: 1 (If more than one to attend, please explain):
[3] Subject/Purpose: National Association of Counties (NACo) Early Childhood State and Local Government Roundtable	
[4] Benefit to County: The NACo Government Roundtable will allow Harris County to learn best practice from other counties and states related to early childhood and receive support on development of its strategies.	
[5] Event Dates (travel dates included): 10/19-10/21/2022	[6] City, State: Washington, D.C.

[c] Estimated Expenses

[7] Registration Fee:	0.00	[12] Taxi/Other Ground Transportation:	150.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	165.00	[13] Personal Vehicle Mileage:	0.00	
[9] Hotel:	700.00	[14] Vehicle Rental:	0.00	
[10] Airline/bus/train:	500.00	[15] Other (Explain):		
[11] Parking/Tolls:	0.00			
Total Cost:			\$1,515.00	

[d] Funding Source

[17] General Fund:	1,515.00	
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable): Travel will be paid upfront via General Funds and later reimbursed by the National Association of Counties
Total:	\$1,515.00	

Authorized By: David Berry, County Administrator

(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)

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

[b] Requested Information

[1] Department Name: Toll Road Authority - Finance		[2] Number of Attendees: 10 attendees (If more than one to attend, please explain): Ten (10) attendees with different roles, all need to attend	
[3] Subject/Purpose: Staff to attend various trainings, meetings, and conferences as well as join various memberships.			
[4] Benefit to County: Trained and licensed employees will perform duties according to industry standards.			
[5] Event Dates (travel dates included): Fiscal Year 2023		[6] City, State: Various	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:		[16] Use of County Vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):		[13] Personal Vehicle Mileage:		
[9] Hotel:		[14] Vehicle Rental:		
[10] Airline/bus/train:		[15] Other (Explain):	25,000.00	
[11] Parking/Tolls:		Travel, training and membership costs		
Total Cost:			\$25,000.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	25,000.00	[21] Name of Other Source (& fund # if applicable):
		5302 / 05002130 (Finance Dept)
Total:	\$25,000.00	

Authorized By: Roberto Trevino, P.E. Executive Director

(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)

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

[b] Requested Information

[1] Department Name: Toll Road Authority - Administration	[2] Number of Attendees: 20 attendees (If more than one to attend, please explain): Twenty (20) attendees with different roles, all need to attend
[3] Subject/Purpose: Staff to attend various trainings, meetings, and conferences as well as join various memberships.	
[4] Benefit to County: Trained and licensed employees will perform duties according to industry standards.	
[5] Event Dates (travel dates included): Fiscal Year 2023	[6] City, State: Various

[c] Estimated Expenses

[7] Registration Fee:	[12] Taxi/Other Ground Transportation:	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	[13] Personal Vehicle Mileage:	
[9] Hotel:	[14] Vehicle Rental:	
[10] Airline/bus/train:	[15] Other (Explain): 35,000.00	
[11] Parking/Tolls:	Travel, training and membership costs	
Total Cost: \$35,000.00		

[d] Funding Source

[17] General Fund:	
[18] Grant Fund: (County grants only)	[19] Name of Grant & Fund #:
[20] Other Source: 35,000.00	[21] Name of Other Source (& fund # if applicable):
	5302 / 05002140 (Administration)
	5302 / 05002141 (Supply Chain Management)
	5302 / 05002150 (Fleet Management)
Total:	\$35,000.00

Authorized By: Roberto Trevino, P.E. Executive Director

(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)

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

[b] Requested Information

[1] Department Name: Toll Road Authority - Executive Office		[2] Number of Attendees: 25 attendees (If more than one to attend, please explain): Twenty-five (25) attendees with different roles, all need to attend	
[3] Subject/Purpose: Staff to attend various trainings, meetings, and conferences as well as join various memberships.			
[4] Benefit to County: Trained and licensed employees will perform duties according to industry standards.			
[5] Event Dates (travel dates included): Fiscal Year 2023		[6] City, State: Various	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	
[8] Per Diem (\$55 daily):		[13] Personal Vehicle Mileage:	
[9] Hotel:		[14] Vehicle Rental:	
[10] Airline/bus/train:		[15] Other (Explain):	75,000.00
[11] Parking/Tolls:		Travel, training and membership costs	
Total Cost:			\$75,000.00

[16] **Use of County Vehicle?**
☐ Yes
☐ No
☒ Both (using county & personal)

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	75,000.00	[21] Name of Other Source (& fund # if applicable):
		5302 / 05002100 (Executive Office)
		5302 / 05002110 (Human Resources)
		5302 / 05002120 (Communications)
Total:	\$75,000.00	

Authorized By: Roberto Trevino, P.E. Executive Director

(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] Department Name: Pollution Control	[2] Number of Attendees: 1 (If more than one to attend, please explain):
[3] Subject/Purpose: NATIONAL ASSOCIATION OF CLEAN AIR AGENCIES (NACAA) 2022 Hybrid Fall Membership Meeting	
[4] Benefit to County: Provide network of cohort agencies that perform air monitoring and related regulatory activity. This meeting provides EPA updates and open discussion with EPA staff and the Office of Air and Radiation as well as educational opportunities.	
[5] Event Dates (travel dates included): October 18 - 20, 2022	[6] City, State: Crystal City, Virginia

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	100.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	165.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	880.87	[14] Vehicle Rental:		
[10] Airline/bus/train:	501.20	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$1,647.07	

[d] Funding Source

[17] General Fund:	1,647.07	
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$1,647.07	

Authorized By: Dr. Latrice Babin

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

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# of Attendees:	
Fund Source:	

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

[b] Requested Information

[1] Department Name: County Library (285)	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: To attend the Urban Libraries Council (ULC) 2022 Annual Forum.	
[4] Benefit to County: ULC invites executive library leaders to Washington, D.C. to engage in expert-led sessions on preserving democracy and cultivating the future of libraries as a central pillar within our communities.	
[5] Event Dates (travel dates included): November 16-18, 2022	[6] City, State: Washington, D.C.

[c] Estimated Expenses

[7] Registration Fee:	795.00	[12] Taxi/Other Ground Transportation:	150.00
[8] Per Diem (\$55 daily):	165.00	[13] Personal Vehicle Mileage:	0.00
[9] Hotel:	687.40	[14] Vehicle Rental:	0.00
[10] Airline/bus/train:	326.65	[15] Other (Explain):	125.00
[11] Parking/Tolls:	0.00	Baggage Fees	
Total Cost:		\$2,249.05	

[16] **Use of County Vehicle?**
☐ Yes
☒ No
☐ Both (using county & personal)

[d] Funding Source

[17] General Fund:	2,249.05	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$2,249.05	

Authorized By: Edward Melton, Executive Director

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

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Amount:	
# of Attendees:	
Fund Source:	

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

[b] Requested Information

[1] Department Name: Juvenile Probation Department	[2] Number of Attendees: (If more than one to attend, please explain): One (1)
[3] Subject/Purpose: 2022 9th Annual Convening	
[4] Benefit to County: Participant will gain knowledge and training to better support the department along with the families.	
[5] Event Dates (travel dates included): October 25-28, 2022	[6] City, State: Baltimore, Maryland

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	150.00
[8] Per Diem (\$55 daily):	220.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	500.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	300.00	[15] Other (Explain):	56.00
[11] Parking/Tolls:		Higher Per Diem in Baltimore, Maryland	
Total Cost:			\$1,226.00

[16] Use of County Vehicle?

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

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)	1,226.00	[19] Name of Grant & Fund #: TJJD - State Aid Grant - Fund #2602
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$1,226.00	

Authorized By: Henry Gonzales, Executive Director

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

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# of Attendees:	
Fund Source:	

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

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, Homeland Security Bureau	[2] Number of Attendees: 1 (If more than one to attend, please explain):
[3] Subject/Purpose: Advanced Law Enforcement Rapid Response Training Conference	
[4] Benefit to County: Up to date info on active attack incident tactics and training	
[5] Event Dates (travel dates included): October 04-08, 2022	[6] City, State: Oxon Hill, MD

[c] Estimated Expenses

[7] Registration Fee:	550.00	[12] Taxi/Other Ground Transportation:	
[8] Per Diem (\$55 daily):	275.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	2,015.00	[14] Vehicle Rental:	500.00
[10] Airline/bus/train:	500.00	[15] Other (Explain):	200.00
[11] Parking/Tolls:		Baggage fees and gas	
Total Cost:			\$4,040.00

[16] **Use of County Vehicle?**
☐ Yes
☒ No
☐ Both (using county & personal)

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	4,040.00	[21] Name of Other Source (& fund # if applicable): LEOSE
Total:	\$4,040.00	

Authorized By: Ed Gonzalez, Sheriff

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

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# of Attendees:	
Fund Source:	

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

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, Criminal Investigations Bureau		[2] Number of Attendees: 1 (If more than one to attend, please explain):	
[3] Subject/Purpose: Digital Evidence Investigations			
[4] Benefit to County: Training at no cost to county			
[5] Event Dates (travel dates included): October 09-15, 2022		[6] City, State: Hoover, AL	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:		[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	385.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	680.00	[14] Vehicle Rental:	300.00	
[10] Airline/bus/train:	500.00	[15] Other (Explain):		
[11] Parking/Tolls:	45.00			
Total Cost:			\$1,910.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	1,910.00	[21] Name of Other Source (& fund # if applicable): United Secret Service
Total:	\$1,910.00	

Authorized By: Ed Gonzalez, Sheriff

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

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Previously Approved Information

Court Date:	09/13/2022
Amount:	\$8,680.00
# of Attendees:	8
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] Department Name: 540-Harris County Sheriff's Office, Criminal Investigations Bureau		[2] Number of Attendees: (If more than one to attend, please explain):	
[3] Subject/Purpose: Southeastern Homicide Investigators Association Conference			
[4] Benefit to County: increased ability to solve and clear homicides and violent crime investigations through advanced training and techniques			
[5] Event Dates (travel dates included): November 13-18, 2022		[6] City, State: Gulf Shores, AL	

[c] Estimated Expenses

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

[16] Use of County Vehicle?

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

[d] Funding Source

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

Authorized By: Ed Gonzalez, Sheriff

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

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OUT OF TEXAS

Travel & Training Request

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[a] Previously Approved

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Previously Approved Information

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

What additional changes are being requested?

(Only select the changes that apply)

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

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, Executive Bureau	[2] Number of Attendees: 2 (If more than one to attend, please explain): Sheriff and Chief are required to attend meetings
[3] Subject/Purpose: Law Enforcement Related Meetings	
[4] Benefit to County: For when the Sheriff and or Chief are required to travel to meetings that take place outside the state of Texas	
[5] Event Dates (travel dates included): 10/01/2022-09/30/2023	[6] City, State: Various

[c] Estimated Expenses

[7] Registration Fee:	10,000.00	[12] Taxi/Other Ground Transportation:	500.00
[8] Per Diem (\$55 daily):	1,000.00	[13] Personal Vehicle Mileage:	1,000.00
[9] Hotel:	2,000.00	[14] Vehicle Rental:	1,000.00
[10] Airline/bus/train:	4,000.00	[15] Other (Explain):	500.00
[11] Parking/Tolls:	500.00	Baggage fees and fuel	
		Total Cost:	\$20,500.00

[16] Use of County Vehicle?

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

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	20,500.00	[21] Name of Other Source (& fund # if applicable): SEIZED
Total:	\$20,500.00	

Authorized By: Ed Gonzalez, Sheriff

(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)

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

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office	[2] Number of Attendees: 250 (If more than one to attend, please explain): various employees will attend at different times
[3] Subject/Purpose: Sheriff's Office personnel travel outside state line for emergency situations to include investigative, prisoner transport, legislative matters, training, education, and law enforcement assistance	
[4] Benefit to County: To aid in the effective operation of the Sheriff's Office	
[5] Event Dates (travel dates included): 10/01/2022-09/30/2023	[6] City, State: Various

[c] Estimated Expenses

[7] Registration Fee:	50,000.00	[12] Taxi/Other Ground Transportation:	10,000.00
[8] Per Diem (\$55 daily):	30,000.00	[13] Personal Vehicle Mileage:	10,000.00
[9] Hotel:	30,000.00	[14] Vehicle Rental:	25,000.00
[10] Airline/bus/train:	30,000.00	[15] Other (Explain):	10,000.00
[11] Parking/Tolls:	5,000.00	Baggage fees, gas, and incidentals	
Total Cost:			\$200,000.00

[16] Use of County Vehicle?

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

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	200,000.00	[21] Name of Other Source (& fund # if applicable): SEIZED
Total:	\$200,000.00	

Authorized By: Ed Gonzalez, Sheriff

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

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

What additional changes are being requested?

(Only select the changes that apply)

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

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, Criminal Investigations Bureau		[2] Number of Attendees: 50 (If more than one to attend, please explain): unscheduled trips to conduct investigations	
[3] Subject/Purpose: Law Enforcement Department personnel to travel outside State			
[4] Benefit to County: To conduct Investigations			
[5] Event Dates (travel dates included): 10/01/2022-09/30/2023		[6] City, State: Various	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	5,000.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	20,000.00	[13] Personal Vehicle Mileage:	10,000.00	
[9] Hotel:	30,000.00	[14] Vehicle Rental:	10,000.00	
[10] Airline/bus/train:	150,000.00	[15] Other (Explain):	7,000.00	
[11] Parking/Tolls:	3,000.00	Baggage fees, gas, and incidentals		
Total Cost:			\$235,000.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	235,000.00	[21] Name of Other Source (& fund # if applicable): SEIZED
Total:	\$235,000.00	

Authorized By: Ed Gonzalez, Sheriff

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

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

What additional changes are being requested?

(Only select the changes that apply)

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

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, Criminal Investigations Bureau		[2] Number of Attendees: 25 (If more than one to attend, please explain): more than one personnel are required to transport inmate(s)	
[3] Subject/Purpose: Travel for prisoner transport			
[4] Benefit to County: Unscheduled transportation of inmates (approximately 300 trips)			
[5] Event Dates (travel dates included): 10/01/2022-09/30/2023		[6] City, State: Various	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	5,000.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	20,000.00	[13] Personal Vehicle Mileage:	10,000.00	
[9] Hotel:	30,000.00	[14] Vehicle Rental:	10,000.00	
[10] Airline/bus/train:	150,000.00	[15] Other (Explain):	7,000.00	
[11] Parking/Tolls:	3,000.00	Baggage fees, gas, and incidentals		
Total Cost:			\$235,000.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	235,000.00	[21] Name of Other Source (& fund # if applicable): SEIZED
Total:	\$235,000.00	

Authorized By: Ed Gonzalez, Sheriff

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

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OUT OF TEXAS

Travel & Training Request

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Previously Approved Information

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

What additional changes are being requested?

(Only select the changes that apply)

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

[b] Requested Information

[1] Department Name: County Attorney's Office	[2] Number of Attendees: 1 (If more than one to attend, please explain):
[3] Subject/Purpose: 4th National Joint Conference of Librarians of Color	
[4] Benefit to County: This conference provides the opportunity to engage with equity, diversity and inclusion focused ideas and objectives that mirror the needs of the county's population.	
[5] Event Dates (travel dates included): 10/5/22 - 10/9/22	[6] City, State: St. Pete Beach, FL

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	150.00
[8] Per Diem (\$55 daily):	275.00	[13] Personal Vehicle Mileage:	
[9] Hotel:		[14] Vehicle Rental:	
[10] Airline/bus/train:	442.90	[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$867.90

[16] Use of County Vehicle?

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

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	867.90	[21] Name of Other Source (& fund # if applicable):
		Law Library Fund No. 2386
		Registration & hotel will be covered by Award
Total:	\$867.90	

Authorized By: Jonathan Fombonne
(Name may be typed; signature is not required.)

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

What additional changes are being requested?

(Only select the changes that apply)

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

[b] Requested Information

[1] Department Name: PUBLIC DEFENDER'S OFFICE	[2] Number of Attendees: 2 (If more than one to attend, please explain): BOTH APPLICANTS ACCEPTED IN TO PROGRAM
[3] Subject/Purpose: TRIAL LAWYERS COLLEGE	
[4] Benefit to County: HIGH-QUALITY LEGAL TRAINING NOT OFFERED IN ANY OTHER CLE PROGRAM	
[5] Event Dates (travel dates included): OCTOBER 1-24, 2022	[6] City, State: ESTES PARK, COLORADO

[c] Estimated Expenses

[7] Registration Fee:	8,500.00	[12] Taxi/Other Ground Transportation:		[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):		[13] Personal Vehicle Mileage:		
[9] Hotel:		[14] Vehicle Rental:		
[10] Airline/bus/train:	650.00	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:		\$9,150.00		

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	9,150.00	[21] Name of Other Source (& fund # if applicable): TRIAL LAWYERS COLLEGE
		REGISTRATION FEE INCLUDES FOOD AND LODGING
Total:	\$9,150.00	

Authorized By: ALEXANDER BUNIN

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

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OUT OF TEXAS

Travel & Training Request

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Previously Approved Information

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

What additional changes are being requested?

(Only select the changes that apply)

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

[b] Requested Information

[1] Department Name: Office of Justice and Safety	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: To attend and present at the Annual Meeting of the American Society of Criminology (ASC). Attendee will both present and attend numerous informational sessions.	
[4] Benefit to County: OJS staff presenting as part of roundtable on police accountability. The latest research on a variety of criminal justice topics and policies will be discussed and brought back to the County.	
[5] Event Dates (travel dates included): November 15-19, 2022	[6] City, State: Atlanta, GA

[c] Estimated Expenses

[7] Registration Fee:	200.00	[12] Taxi/Other Ground Transportation:	60.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both <i>(using county & personal)</i>
[8] Per Diem (\$55 daily):	275.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	1,097.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	340.00	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$1,972.00	

[d] Funding Source

[17] General Fund:	1,972.00	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$1,972.00	

Authorized By: Dr. Ana Yanez Correa

(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] Department Name: Commissioner Precinct 2 - Dept 102	[2] Number of Attendees: 50 (If more than one to attend, please explain): Will attend various trainings, sessions, meetings & conferences
[3] Subject/Purpose: Trainings, exams, study materials, license fees, continuing education, memberships, attend meetings and conferences concerning programs on projects pertaining to Harris County Precinct 2, Dept. 102	
[4] Benefit to County: Having trained and licensed employees to perform their duties according to industry standards	
[5] Event Dates (travel dates included): October 1, 2022 - September 30, 2023	[6] City, State: Various Cities and States

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:		[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):		[13] Personal Vehicle Mileage:		
[9] Hotel:		[14] Vehicle Rental:		
[10] Airline/bus/train:		[15] Other (Explain):	45,000.00	
[11] Parking/Tolls:		Travel costs to attend annual trainings, CEUs		
Total Cost:			\$45,000.00	

[d] Funding Source

[17] General Fund:	45,000.00	
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$45,000.00	

Authorized By: Commissioner Adrian Garcia

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

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