



TARRANT COUNTY TRAVEL REQUEST FORM

DEPARTMENT		ATTENDEE NAME(S)		
County Clerk's Office		1) Mary Louise Nicholson, County Clerk 2) Aaron Strickland		
EVENT NAME <i>Acronyms should not be used. Please provide the full name of the conference/seminar.</i>				
2024 Property Records Industry Association (PRIA) Winter Symposium				
Destination: Charleston, South Carolina		Departure Date: 3/5/24	Return Date: 3/7/24	
TRAVEL EXPENDITURES <i>Provide a per-person breakdown for each category.</i>				
Category	GSA Rate	Per Person	Total Cost	
Lodging:	\$303.00	\$499.32 total Per Night: \$249.66	\$ 998.64	
Transportation:	N/A	\$294.80	\$ 589.60	
Registration:	N/A	\$425/\$30	\$ 455.00	
Meal Per Diem/Other (Specify)	\$197.50	\$197.50	\$ 395.00	
Total			\$2,438.24	
<i>Include a justification below if the nightly, per-person lodging rate exceeds the GSA nightly lodging rate:</i>				
The per-night rate before taxes and fees is \$219.00				
RATIONALE FOR TRAVEL				
Discuss and evaluate competing technology solutions to determine the most cost-effective way to do business in the property records industry as well as legislative changes at the state and national level that may impact our Property Records Division as well as our organization.				
FUNDING SOURCE(S) <i>Account coding must be confirmed with the Budget Department. If funds are not available, the request will be denied and will not appear on the agenda.</i>				
GL #(s)	Grant #(s)	Fund #(s)	Cost Center #(s)	Total Breakdown
588261	N/A	21100-2024	4820101000	\$2,438.24
Employee Signature(s) : <i>Mary Louise Nicholson</i> <i>Aaron Strickland</i>				Date: <i>1-8-2024</i>
Department Head/Elected Official Signature: <i>Mary Louise Nicholson</i>				Date: <i>1-8-2024</i>
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Court Order # :	Court Date:	

Your search for Charleston, South Carolina (Charleston / Berkeley / Dorchester including Charleston)

Estimated per diem total: \$803.50 (Max lodging total + M&IE total)

Lodging breakdown: March 05, 2024 - March 07, 2024

Date	Daily Rate	# of Nights	Total
March	\$303	2	\$606

Max lodging total: **\$606**

Meals & incidental expenses breakdown: March 05, 2024 - March 07, 2024

Days, Month	Daily Rate	# of Days	Total
First day (03/05/24)*	\$59.25	1	\$59.25
Full day (Mar)	\$79	1	\$79
Last day (03/07/24)*	\$59.25	1	\$59.25

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$197.50**



TARRANT COUNTY TRAVEL REQUEST FORM

DEPARTMENT		ATTENDEE NAME(S)		
Precinct 1 Road and Bridge		Joe Trammel		
EVENT NAME <small>Acronyms should not be used. Please provide the full name of the conference/seminar.</small>				
National Association of County Engineers 2024 Annual Conference				
Destination: Palm Springs, California		Departure Date: 4/14/24	Return Date: 4/19/24	
TRAVEL EXPENDITURES <small>Provide a per-person breakdown for each category.</small>				
Category	GSA Rate	Per Person	Total Cost	
Lodging:	\$184.00	Per Night: \$243.48	\$1,217.40	
Transportation:		\$602.00	\$602.00	
Registration:		\$900.00	\$900.00	
Meal Per Diem/Other (Specify)	\$379.50	\$379.50	\$379.50	
Total			\$3,098.90	
<small>Include a justification below if the nightly, per-person lodging rate exceeds the GSA nightly lodging rate:</small>				
This was the standard group rate for conference attendees by the Association. Hotel serves as the host hotel. The per-night rate before taxes and fees is \$209.00.				
RATIONALE FOR TRAVEL				
During this conference, the participant will have the opportunity to learn the latest information, innovations and technologies related to civil engineering.				
FUNDING SOURCE(S) <small>Account coding must be confirmed with the Budget Department. If funds are not available, request will be denied and will not appear on the agenda.</small>				
GL #(s)	Grant #(s)	Fund #(s)	Cost Center #(s)	Total Breakdown
588261		26100-2024	6110300000	\$3,098.90
Employee Signature(s):			Date: 1/11/24	
Department Head/Elected Official Signature:			Date: 01/11/2024	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Court Order #:	Court Date:	

Your search for Palm Springs, California (Riverside including Palm Springs)

Estimated per diem total: \$1299.50 (Max lodging total + M&IE total)

Lodging breakdown: April 14, 2024 - April 19, 2024

Date	Daily Rate	# of Nights	Total
April	\$184	5	\$920

Max lodging total: **\$920**

Meals & incidental expenses breakdown: April 14, 2024 - April 19, 2024

Days, Month	Daily Rate	# of Days	Total
First day (04/14/24)*	\$51.75	1	\$51.75
Full day (Apr)	\$69	4	\$276
Last day (04/19/24)*	\$51.75	1	\$51.75

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$379.50**



TARRANT COUNTY TRAVEL REQUEST FORM

DEPARTMENT		ATTENDEE NAME(S)		
Public Health		Christine M. Phyathep		
EVENT NAME <i>Acronyms should not be used. Please provide the full name of the conference/seminar.</i>				
2024 Preparedness Summit				
Destination: Cleveland OH		Departure Date: 3/24/24	Return Date: 3/28/24	
TRAVEL EXPENDITURES <i>Provide a per-person breakdown for each category.</i>				
Category	GSA Rate	Per Person	Total Cost	
Lodging:	\$150.00	\$643.90 Per Night: \$160.98*	\$643.90*	
Transportation:			\$819.94	
Registration:			\$750.00	
Meal Per Diem/Other (Specify)	\$51.75/\$69.00	\$60.00 Baggage fee	\$370.50	
Total			\$2,584.34	
<i>Include a justification below if the nightly, per-person lodging rate exceeds the GSA nightly lodging rate:</i>				
Nightly rate is \$137.00 pre-tax / *Note 2 nights@\$160.98 : 2 nights@\$160.97				
RATIONALE FOR TRAVEL				
To strengthen community partnerships to support Public Health Preparedness, Identify stakeholders that should be incorporated into flow and define information sharing needs. Coordinate with partners and share information. Coordinate training and provide guidance to support community involvement with Preparedness efforts.				
FUNDING SOURCE(S) <i>Account coding must be confirmed with the Budget Department. If funds are not available, the request will be denied and will not be made for the remainder of the fiscal year.</i>				
GL #(s)	Grant #(s)	Fund #(s)	Cost Center #(s)	Total Breakdown
588261 / 109002	Grant-2004	F0043-2024	5100710000	\$750.00
588291 / 109002	Grant-2004	F0043-2024	5100710000	\$1,834.34
Employee Signature(s) : <u>Christine Phyathep</u> Christine Phyathep (Dec 15, 2023 07:58 CST)			Date: 12/15/2023	
Department Head/Elected Official Signature: <u>Vinny Taneja</u> Vinny Taneja (Dec 21, 2023 14:42 CST)			Date: 12/21/2023	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Court Order # :		Court Date:

Your search for Cleveland, Ohio (Cuyahoga including Cleveland)

Estimated per diem total: \$910.50 (Max lodging total + M&IE total)

Lodging breakdown: March 24, 2024 - March 28, 2024

Date	Daily Rate	# of Nights	Total
March	\$150	4	\$600

Max lodging total: **\$600**

Meals & incidental expenses breakdown: March 24, 2024 - March 28, 2024

Days, Month	Daily Rate	# of Days	Total
First day (03/24/24)*	\$51.75	1	\$51.75
Full day (Mar)	\$69	3	\$207
Last day (03/28/24)*	\$51.75	1	\$51.75

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$310.50**



TARRANT COUNTY TRAVEL REQUEST FORM

DEPARTMENT		ATTENDEE NAME(S)		
Veteran Services		Thomas Belton and Jared Thompson		
EVENT NAME <i>Acronyms should not be used. Please provide the full name of the conference/seminar.</i>				
National Association of County Veteran Service Officers Accreditation Conference-Advanced Appeals Certification				
Destination: Denver, CO		Departure Date: 5/10/24	Return Date: 5/17/24	
TRAVEL EXPENDITURES <i>Provide a per-person breakdown for each category.</i>				
Category	GSA Rate	Per Person	Total Cost	
Lodging:	\$201.00	\$1,323.00 Per Night: \$189.00	\$2,646.00	
Transportation:		\$300.00	\$600.00	
Registration:		\$700.00	\$1,400.00	
Meal Per Diem/Other (Specify)	\$79/\$59.25	\$513.50	\$1,027.00	
Total			\$5,673.00	
<i>Include a justification below if the nightly, per-person lodging rate exceeds the GSA nightly lodging rate:</i>				
Lodging rates listed are pre-tax and fees. Flights are estimated \$300.00 per person.				
RATIONALE FOR TRAVEL				
Attending National Conference for annual accreditation renewal and training. We are also attending the Certified Veterans Appeals Course which enhances the appeals process for Veterans we work with on a daily basis. The CVA Program will provide a high-level skill set unique to a CVSO to assist a claimant beyond the point of filing claims and/or Supplemental Claims or Higher Level Reviews. The CVA training will also cover more complex and comprehensive claims. The goal of the CVA certification is to enable NACVSO-Accredited CVSOs to analyze VA Benefit Decisions and strategize the best course of action for the claimant.				
FUNDING SOURCE(S) <i>Account coding must be confirmed with the Budget Department. If funds are not available, the request will be denied and will not appear on the agenda.</i>				
GL #(s)	Grant #(s)	Fund #(s)	Cost Center #(s)	Total Breakdown
588261		10000-2024	5720100000	\$5,673.00
Employee Signature(s):				Date: 1/4/24
Department Head/Elected Official Signature:				Date: 1-4-24
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Court Order # :	Court Date:	

Your search for Denver, Colorado (Denver / Adams / Arapahoe / Jefferson including Denver / Aurora)

Estimated per diem total: \$1999.50 (Max lodging total + M&IE total)

Lodging breakdown: May 10, 2024 - May 17, 2024

Date	Daily Rate	# of Nights	Total
May	\$201	7	\$1407

Max lodging total: **\$1407**

Meals & incidental expenses breakdown: May 10, 2024 - May 17, 2024

Days, Month	Daily Rate	# of Days	Total
First day (05/10/24)*	\$59.25	1	\$59.25
Full day (May)	\$79	6	\$474
Last day (05/17/24)*	\$59.25	1	\$59.25

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$592.50**