



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
Texas A&M AgriLife Extension Service		Courtney Davis, County Extension Director			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
National Urban Extension Leaders (NUEL) Conference					
Destination: Nashville, TN		Departure: 5/27/24		Return: 5/31/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
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		-			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
To attend the professional development conference and serve as lead presenter for panel discussion on Building Partnerships. (All costs incurred will be paid by Texas A&M AgriLife Extension Service.)					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging				-	\$0.00
				-	
				-	
				-	
				-	
Total Cost for Lodging for the Trip					\$0.00
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:					\$0.00
Transportation:					\$0.00
Other (specify):					\$0.00
TOTAL FOR ALL TRAVEL EXPENDITURES					\$0.00
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					

Requested By: Courtney Davis Department Head/Elected Official: \_\_\_\_\_

**Your search for nashville, Tennessee (Davidson including Nashville)**

Estimated per diem total: \$1287.50 (Max lodging total + M&IE total)

**Lodging breakdown: May 27, 2024 - May 31, 2024**

**Date Daily Rate # of Nights Total**

May \$233            4            \$932

Max lodging total: **\$932**

**Meals & incidental expenses breakdown: May 27, 2024 - May 31, 2024**

Days, Month	Daily Rate	# of Days	Total
First day (05/27/24)*	\$59.25	1	\$59.25
Full day (May)	\$79	3	\$237
Last day (05/31/24)*	\$59.25	1	\$59.25

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

M&IE total: **\$355.50**





# TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
Tarrant County Clerk's Office		Mary Louise Nicholson, County Clerk			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
Tyler Connect 2024					
Destination: Indianapolis, Indiana		Departure: 5/19/24		Return: 5/22/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
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		-			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
The Tarrant County Clerk's office has been selected as a recipient of the 2024 Tyler Excellence Award Winner for Performance and Innovation for the implementation of CSI Artificial Intelligence (AI) system in the Civil and Probate Courts Divisions. The program was implemented to address the inflow of court filings and data that exceeded the capacity of employees caused by the pandemic. By adding AI, our divisions are able to process these filings and provide timely outcomes without adding additional staff.					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	ML Nicholson		3	5/19/24 - 5/21/24	\$ 0.00
				-	
				-	
				-	
				-	
Total Cost for Lodging for the Trip					
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	2024 Connect Conference Registration				\$ 0.00
Transportation:	Airfare				\$ 0.00
Other (specify):	Crystal Award & journal padfolio				\$ 0.00
TOTAL FOR ALL TRAVEL EXPENDITURES					\$ 0.00
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					
No cost to Tarrant County. The award includes all-expenses paid trip and conference registration fee.					

Requested By: Norma Gorena Department Head/Elected Official: 

## Your search for indianapolis, Indiana (Marion / Hamilton including Indianapolis / Carmel)

Estimated per diem total: \$622.50 (Max lodging total + M&IE total)

### Lodging breakdown: May 19, 2024 - May 22, 2024

Date	Daily Rate	# of Nights	Total
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May	\$127	3	\$381
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Max lodging total: **\$381**

### Meals & incidental expenses breakdown: May 19, 2024 - May 22, 2024

Days, Month	Daily Rate	# of Days	Total
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First day (05/19/24)*	\$51.75	1	\$51.75
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Full day (May)	\$69	2	\$138
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Last day (05/22/24)*	\$51.75	1	\$51.75
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\*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$241.50**



# TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
Dispute Resolution		Susan Young			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
Association of Family and Conciliation Court					
Destination: Boston, MA		Departure: 6/5/24		Return: 6/8/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 281.00		6/5/24 - 6/8/24			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
<p>This conference allows attendees to network with other directors from across the country and learn best practices through workshops. The attendee will gain insight on expansion strategies and innovative approaches to mediation.</p> <p>The per night lodging rate before taxes and fee is \$308.00. This hotel is within walking distance of the conference venue. This option is more cost-efficient than paying for transportation at a hotel within the GSA rate.</p>					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Susan Young	\$ 354.16	3	6/5/24 - 6/8/24	\$1,062.48
				-	
				-	
				-	
Total Cost for Lodging for the Trip					\$ 1,062.48
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:					\$ 550.00
Transportation:					\$ 646.00
Other (specify):	Per Diem \$79 x 3				\$ 237.00
TOTAL FOR ALL TRAVEL EXPENDITURES					\$ 2,495.48
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					
588261/22500-2024/1120100000					

Requested By: Susan Young Department Head/Elected Official: Regina

**Your search for Boston, Massachusetts (Suffolk, city of Cambridge including Boston / Cambridge)**

Estimated per diem total: \$1119.50 (Max lodging total + M&IE total)

**Lodging breakdown: June 05, 2024 - June 08, 2024**

**Date Daily Rate # of Nights Total**

June \$281            3            \$843

Max lodging total: **\$843**

**Meals & incidental expenses breakdown: June 05, 2024 - June 08, 2024**

<b>Days, Month</b>	<b>Daily Rate</b>	<b># of Days</b>	<b>Total</b>
First day (06/05/24)*	\$59.25	1	\$59.25
Full day (Jun)	\$79	2	\$158
Last day (06/08/24)*	\$59.25	1	\$59.25

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

M&IE total: **\$276.50**



# TARRANT COUNTY TRAVEL REQUEST

<b>DEPARTMENT</b>		<b>NAME</b> (If applicable, list additional names)			
Tarrant County Housing		Wayne Pollard			
<b>CONFERENCE NAME</b> (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
National Association of Housing and Redevelopment Officials 2024 Summer Symposium					
Destination: Chicago, IL		Departure: 07/09/2024		Return: 07/10/2024	
<b>GSA RATE</b> (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging		Date Range for GSA Lodging Rate			
Rate \$213.00		07/09/2024 - 07/10/2024			
<b>RATIONALE</b> (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
Mr. Pollard would like to attend this Symposium in order to attend the Leadership Meetings as a Committee member. Mr. Pollard must attend two National Association of Housing and Redevelopment Official's Committee meetings per year in order to stay on the committee.					
<b>TRAVEL EXPENDITURES</b>					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Wayne Pollard	\$219.00	1	07/09/2024 - 07/10/2024	\$219.00
				-	
				-	
				-	
<b>Total Cost for Lodging for the Trip</b>					\$219
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	Early Bird by May 29th - \$595.00				\$595.00
Transportation:	\$508.94				\$508.94
Other (specify):	Per Diem - First & last day of travel \$59.25				\$118.50
<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>					<b>\$1,441.44</b>
<b>ACCOUNT CODING</b> (Please include all Account Coding and the respective amount coming from each account.)					
GL #588291 Grant # GRANT-2004 Fund #R0014-2024 Cost Center #5590100000					

Requested By:

Department Head/Elected Official:

RV 02/21/2024

**Your search for Chicago, Illinois (Cook / Lake including Chicago)**

Estimated per diem total: \$331.50 (Max lodging total + M&IE total)

**Lodging breakdown: July 09, 2024 - July 10, 2024**

**Date Daily Rate # of Nights Total**

July \$213 1 \$213

Max lodging total: **\$213**

**Meals & incidental expenses breakdown: July 09, 2024 - July 10, 2024**

Days, Month	Daily Rate	# of Days	Total
First day (07/09/24)*	\$59.25	1	\$59.25
Last day (07/10/24)*	\$59.25	1	\$59.25

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

M&IE total: **\$118.50**





# TARRANT COUNTY TRAVEL REQUEST

<b>DEPARTMENT</b>		<b>NAME (If applicable, list additional names)</b>			
Public Health		Emma Tamayo			
<b>CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)</b>					
2024 Medical Reserve Corps National Summit					
Destination: Chicago, IL		Departure: 5/21/24		Return: 5/24/24	
<b>GSA RATE (Additional line provided if travel occurs over a two-month period.)</b>					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 216.00		5/21/24 - 5/24/24			
<b>RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)</b>					
Medical Reserve Corps National Summit will provide leaders a place to learn from their peers based on the foundation of the MRC factors, explore topics that support the diversity of the network, advance skill set, and takeaway practical strategies to support MRC program. Unit leaders and MRC State Coordinators will connect with colleagues, share resources that enhance unit capabilities to prepare, respond to and recover from future emergencies.					
*National Association of County and City Health Officials (NACCHO) will pay for all expenses.					
<b>TRAVEL EXPENDITURES</b>					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Emma Tamayo			5/21/24 - 5/24/24	\$ 0.00
				-	
				-	
				-	
				-	
Total Cost for Lodging for the Trip					\$ 0.00
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:					\$ 0.00
Transportation:					\$ 0.00
Other (specify):					\$ 0.00
<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>					\$ 0.00
<b>ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)</b>					
*National Association of County and City Health Officials (NACCHO) will pay for all expenses.					

Requested By: Emma Tamayo Department Head/Elected Official: [Signature]

4-15-24  
RV 02/21/2024

**Your search for Illinois (Cook / Lake including Chicago)**

Estimated per diem total: \$924.50 (Max lodging total + M&IE total)

**Lodging breakdown: May 21, 2024 - May 24, 2024**

**Date Daily Rate # of Nights Total**

May \$216            3            \$648

Max lodging total: **\$648**

**Meals & incidental expenses breakdown: May 21, 2024 - May 24, 2024**

Days, Month	Daily Rate	# of Days	Total
First day (05/21/24)*	\$59.25	1	\$59.25
Full day (May)	\$79	2	\$158
Last day (05/24/24)*	\$59.25	1	\$59.25

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

M&IE total: **\$276.50**



# TARRANT COUNTY TRAVEL REQUEST

<b>DEPARTMENT</b>		<b>NAME (If applicable, list additional names)</b>			
Tarrant County Sheriff's Office		Joedavid Rubalcaba			
<b>CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)</b>					
Handler Instruction and Training Seminar (HITS) 2024 Conference					
Destination: New Orleans, LA		Departure: 8/25/24		Return: 8/30/24	
<b>GSA RATE (Additional line provided if travel occurs over a two-month period.)</b>					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 143.00		8/25/24 - 8/30/24			
<b>RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)</b>					
HITS brings together trainers around the nation to provide the most recent training topics in K9 operations.					
The per night lodging rate before taxes and fees is \$139.00.					
<b>TRAVEL EXPENDITURES</b>					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Joedavid Rubalcaba	\$ 164.51	5	8/25/24 - 8/30/24	\$ 822.59
				-	
				-	
				-	
				-	
<b>Total Cost for Lodging for the Trip</b>					<b>\$ 822.59</b>
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	\$397.19 (\$375.00 + \$22.19 Fee)				\$ 397.19
Transportation:	\$650.00				\$650.00
Other (specify):	\$407.00 (Meals & incidental expenses)				\$ 407.00
<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>					<b>\$2,276.78</b>
<b>ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)</b>					
588261-S9300-2024-2110730000					

Requested By: [Signature] 302413 Department Head/Elected Official: [Signature]

RV 02/21/2024

## Your search for Louisiana (Orleans / Jefferson Parishes including New Orleans)

Estimated per diem total: \$1122 (Max lodging total + M&IE total)

### Lodging breakdown: August 25, 2024 - August 30, 2024

Date	Daily Rate	# of Nights	Total
August	\$143	5	\$715

Max lodging total: **\$715**

### Meals & incidental expenses breakdown: August 25, 2024 - August 30, 2024

Days, Month	Daily Rate	# of Days	Total
First day (08/25/24)*	\$55.50	1	\$55.50
Full day (Aug)	\$74	4	\$296
Last day (08/30/24)*	\$55.50	1	\$55.50

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

M&IE total: **\$407**