



Tarrant County Out-of-State Travel Request

Department: Community Development		Name: Janel Holt													
Conference/Seminar Name: To attend the 2023 National Conference on Ending Homelessness Innovations & Solutions for ending Unsheltered Homelessness in Oakland, CA on March 1-3, 2023.															
Destination: Oakland, CA		Dates: Departure: February 28, 2023 Return: March 4, 2023													
Project Expenditures: <table border="1"> <tr> <td>Transportation:</td> <td>\$ 550.00</td> </tr> <tr> <td>Hotel/Motel:</td> <td>\$1,320.00</td> </tr> <tr> <td>Registration:</td> <td>\$ 725.00</td> </tr> <tr> <td>Other (specify):</td> <td></td> </tr> <tr> <td>Per Diem</td> <td>\$ 220.00</td> </tr> <tr> <td>Total:</td> <td>\$2,815.00</td> </tr> </table>		Transportation:	\$ 550.00	Hotel/Motel:	\$1,320.00	Registration:	\$ 725.00	Other (specify):		Per Diem	\$ 220.00	Total:	\$2,815.00	Rationale: To attend NAEH conference to discuss homelessness and how it affects our communities.	
Transportation:	\$ 550.00														
Hotel/Motel:	\$1,320.00														
Registration:	\$ 725.00														
Other (specify):															
Per Diem	\$ 220.00														
Total:	\$2,815.00														
**Additional Person(s):		Funds Available in Department Budget? <u>Yes</u> No (List department, line item and amount)													
		<table border="1"> <thead> <tr> <th>Commitment #</th> <th>Fund #</th> </tr> </thead> <tbody> <tr> <td>588291</td> <td>Grant-2004</td> </tr> <tr> <th>Grant # (if applicable)</th> <th>Cost Center #</th> </tr> <tr> <td>H0071-2023 - \$ 844.50</td> <td>5520010700</td> </tr> <tr> <td>H0081-2020 - \$1,970.50</td> <td>5520010700</td> </tr> </tbody> </table>		Commitment #	Fund #	588291	Grant-2004	Grant # (if applicable)	Cost Center #	H0071-2023 - \$ 844.50	5520010700	H0081-2020 - \$1,970.50	5520010700		
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Janel Holt Employee Signature	10/25/22 Date	Court Order No: Date:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Janel A. McClinton Supervisor/Department Head Signature	10-26-22 Date		

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Tarrant County Out-of-State Travel Request

Department: Sheriff's Office Training Division		Name: Mankins, Kenneth Craig **if applicable, list additional names below.											
Conference/Seminar Name: TASER Energy Weapon Master Instructor Certification School (Recertification)													
Destination: Las Vegas, Nevada		Dates: Departure: January 22, 2023 Return: January 28, 2023											
Project Expenditures: <table border="1"> <tr> <td>Transportation:</td> <td>\$933.52</td> </tr> <tr> <td>Hotel/Motel:</td> <td>\$1,183.70</td> </tr> <tr> <td>Registration:</td> <td>\$1,999.00</td> </tr> <tr> <td>Other (specify): meal, fuel, airport parking</td> <td>\$455.00</td> </tr> <tr> <td>Total:</td> <td>\$4,571.22</td> </tr> </table>		Transportation:	\$933.52	Hotel/Motel:	\$1,183.70	Registration:	\$1,999.00	Other (specify): meal, fuel, airport parking	\$455.00	Total:	\$4,571.22	Rationale: Axon's TASER Energy Weapon Master Instructor Certification School (MIS) is a 5-day program that certifies attendees for 24 months from the date of school completion. This Master Instructor Certification School provides instructor development and training on Energy Weapon best practices, weapon handling, de-escalation, scenario-based training, and TASER program management (Evidence.com). All attendees of the program will be required to attend all 5 days of the Master Instructor School.	
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Other (specify): meal, fuel, airport parking	\$455.00												
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Commitment #	Fund #	Cost Center #											
588261	10000-2023	2110110000											

Employee Signature Date 10/03/22	Court Order No: Date: 10-24-22	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Supervisor/Department Head Signature Date 10-24-22		

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