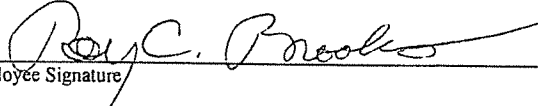




## Tarrant County Out-of-State Travel Request

Department: <b>Precinct 1 - General</b>		Name: <b>Roy C. Brooks</b>											
Conference/Seminar Name: <b>2023 National Association of Counties Legislative Conference</b>													
Destination: <b>Washington, DC</b>		Dates: <b>February 11, 2023 - February 14, 2023</b>											
<b>Project Expenditures:</b> <table border="1"><tr><td>Transportation:</td><td>\$ 875.00</td></tr><tr><td>Hotel/Motel:</td><td>\$ 1585.00</td></tr><tr><td>Registration:</td><td>\$ 1040.00</td></tr><tr><td>Other:</td><td>\$ 240.00</td></tr><tr><td>Total:</td><td>\$ 3740.00</td></tr></table>		Transportation:	\$ 875.00	Hotel/Motel:	\$ 1585.00	Registration:	\$ 1040.00	Other:	\$ 240.00	Total:	\$ 3740.00	<b>Rationale:</b>  Commissioner Brooks and staff will join county elected and appointed officials from across the country in Washington, DC for NACo's 2023 Annual Conference. Sessions will include topics surrounding policy, public health, transportation, technology and much more.	
Transportation:	\$ 875.00												
Hotel/Motel:	\$ 1585.00												
Registration:	\$ 1040.00												
Other:	\$ 240.00												
Total:	\$ 3740.00												
Additional Person(s):  <b>Jeanette Martinez</b>		Funds Available in Department Budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (List department, line item and amount) <table border="1"><thead><tr><th>Fund/Co. #</th><th>Account #</th><th>Center #</th></tr></thead><tbody><tr><td>588261</td><td>26100-2023</td><td>6110100000</td></tr></tbody></table>		Fund/Co. #	Account #	Center #	588261	26100-2023	6110100000				
Fund/Co. #	Account #	Center #											
588261	26100-2023	6110100000											

 Employee Signature		Date <b>11/08/2022</b>		Court Order No:  Date:	<input type="checkbox"/> Approved  <input type="checkbox"/> Disapproved
Supervisor/Department Head Signature		Date			

This form is to be used for all out-of-state trips requiring advance approval by the Commissioners Court. Please submit this form as far in advance as possible. This form must be submitted to the Administrator's Office no later than 12:00 noon on Wednesday for inclusion on the following week's Commissioners Court agenda.



## Tarrant County Out-of-State Travel Request

Department:  <div style="text-align: center;"><b>HIV Administrative Agency</b></div>	Name:  <div style="text-align: center;">Rebecca V. Seymore</div> <div style="text-align: center; font-size: small;">** If applicable, list additional names below.</div>																		
Conference/Seminar Name:  <div style="text-align: center;"><b>Ryan White Program Income Training</b></div>																			
Destination:  <div style="text-align: center;">Washington, DC</div>	Dates:      Departure:      January 29, 2023  Return:      February 1, 2023																		
Project Expenditures: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 30%;">Transportation:</td> <td style="width: 10%;">\$</td> <td style="width: 60%; text-align: right;">600.00</td> </tr> <tr> <td>Hotel:</td> <td>\$</td> <td style="text-align: right;">885.67</td> </tr> <tr> <td>Registration:</td> <td>\$</td> <td style="text-align: right;">2,200.00</td> </tr> <tr> <td>Per Diem:</td> <td>\$</td> <td style="text-align: right;">170.00</td> </tr> <tr> <td>Other (specify):*</td> <td>\$</td> <td style="text-align: center;">-</td> </tr> <tr> <td><b>Total:</b></td> <td><b>\$</b></td> <td style="text-align: right;"><b>3,855.67</b></td> </tr> </table>	Transportation:	\$	600.00	Hotel:	\$	885.67	Registration:	\$	2,200.00	Per Diem:	\$	170.00	Other (specify):*	\$	-	<b>Total:</b>	<b>\$</b>	<b>3,855.67</b>	Rationale: The Health Resources and Services Administration HIV/AIDS Bureau has issued a considerable amount of guidance regarding program income. That guidance has addressed 1) HAB treatment of 340B program income 2) Attribution of program income among federal projects when grantees have multiple funding streams 3) Permissible and impermissible uses of RWHAP program income. One of the problems grantees face with HAB's guidance is that, while conceptually straight forward, it can be very difficult to apply to complex health care operation. This 2-day dive into this critical issue will include practical application to these requirements to real world scenarios and discussion strategies for successfully managing, and properly expending program income.
Transportation:	\$	600.00																	
Hotel:	\$	885.67																	
Registration:	\$	2,200.00																	
Per Diem:	\$	170.00																	
Other (specify):*	\$	-																	
<b>Total:</b>	<b>\$</b>	<b>3,855.67</b>																	
**Additional Person(s):	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3">           Funds Available in Department Budget?    <input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO            (List department, line item and amount)         </td> </tr> <tr> <td style="width: 50%;">Commitment Account #</td> <td colspan="2">Fund #</td> </tr> <tr> <td style="text-align: center;">588291</td> <td colspan="2" style="text-align: center;">Grant-2004</td> </tr> <tr> <td style="width: 33%;">Grant # (if applicable)</td> <td style="width: 33%;">Cost Center #</td> <td style="width: 34%;">Cost</td> </tr> <tr> <td style="text-align: center;">E0028-2023</td> <td style="text-align: center;">1132000000</td> <td style="text-align: right;">\$ 1,927.84</td> </tr> <tr> <td style="text-align: center;">E0032-2023</td> <td style="text-align: center;">1132000000</td> <td style="text-align: right;">\$ 1,927.83</td> </tr> </table>	Funds Available in Department Budget? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (List department, line item and amount)			Commitment Account #	Fund #		588291	Grant-2004		Grant # (if applicable)	Cost Center #	Cost	E0028-2023	1132000000	\$ 1,927.84	E0032-2023	1132000000	\$ 1,927.83
Funds Available in Department Budget? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (List department, line item and amount)																			
Commitment Account #	Fund #																		
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E0028-2023	1132000000	\$ 1,927.84																	
E0032-2023	1132000000	\$ 1,927.83																	

Digitally signed by Rebecca V Seymore Date: 2022.11.08 11:52:37 -06'00'	Court Order No:	<input type="checkbox"/>  Approved
Employee Signature <div style="font-size: large; font-weight: bold;">Lisa Muttiah</div> Digitally signed by Lisa Muttiah Date: 2022.11.08 12:01:51 -06'00'	Date:	<input type="checkbox"/>  Disapproved
Supervisor/Department Head Signature	Date	

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Updated: Aug 2011