



**COMMISSIONERS COURT  
COMMUNICATION**

REFERENCE NUMBER \_\_\_\_\_

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DATE: 11/05/2024

**SUBJECT: Consideration of Out-Of-State Travel Request**

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court consider the following out-of-state travel request.

**BACKGROUND**

**Sheriff's Office**

**The Strengthening Families Symposium, December 4-6, 2024, Notre Dame, Indiana, for Martin Klahm, \$1,163.00**

Notre Dame is requesting the Tarrant County Sheriff's Office contribute to develop a research agenda highlighting the relationship between family structure and poverty. The attendee will participate in discussions and collaborations to find solutions.

\* Note: Lodging will be paid by the Poverty Initiative.

**FISCAL IMPACT**

**Sheriff's Office**

588291/10000-2025/2120910000 = \$1,163.00

SUBMITTED BY:	Administrator's Office	PREPARED BY: APPROVED BY:	Desirae S. Arebalo
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# TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT	NAME (If applicable, list additional names)
Tarrant County Sheriff's Office	Martin Klahm

CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)
The Strengthening Families Symposium

Destination: Notre Dame, Indiana	Departure: 12/4/24	Return: 12/6/24
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**GSA RATE (Additional line provided if travel occurs over a two-month period.)**

GSA Lodging Rate	Date Range for GSA Lodging Rate
	-
	-

**RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)**

Notre Dame is requesting the Tarrant County Sheriff's Office to help contribute in developing a research agenda highlighting the relationship between family structure and poverty. Also, to discuss gaps in our current understanding that will help identify supporting programs and policies to strengthen families and help them out of poverty. Captain Martin Klahm will attend the symposium and take part in this collaboration to make sure the right questions are being asked to find solutions.

No registration fees and the Poverty Initiative will cover the costs of lodging and meals with exception of the first travel day.

**TRAVEL EXPENDITURES**

Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging				-	
				-	
				-	
				-	
				-	

**Total Cost for Lodging for the Trip**

Category:	Additional Details (ex: if the cost per attendee differs.)	Total Cost:
Registration:		
Transportation:	\$160.00 (rental car) \$922.00 (flight)	\$ 1,082.00
Other (specify):	\$30.00 (fuel) \$51.00 (meal)	\$ 81.00

**TOTAL FOR ALL TRAVEL EXPENDITURES \$ 1,163.00**

**ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)**

588291-10000-2025-2120910000

Requested By: Capt. M. Klahm Department Head/Elected Official: Bill Wyborn  
69278

# Your search for Notre Dame, Indiana ( including Standard Rate)

Estimated per diem total: \$390 (Max lodging total + M&IE total)

## Lodging breakdown: December 04, 2024 - December 06, 2024

Date	Daily Rate	# of Nights	Total
December	\$110	2	\$220

Max lodging total: **\$220**

## Meals & incidental expenses breakdown: December 04, 2024 - December 06, 2024

Days, Month	Daily Rate	# of Days	Total
First day (12/04/24)*	\$51	1	\$51
Full day (Dec)	\$68	1	\$68
Last day (12/06/24)*	\$51	1	\$51

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

M&IE total: **\$170**