

105 5/15/08 AG

**GRANT FUNDS**

**El Paso County Auditor's Office  
Manual Voucher Form**

Vendor No.: EMP01977 01  
 Voucher Total: \$1,085.00  
 No. of Lines: 1  
 T/C Hash : 208

Single Check (Y/N): \_\_\_\_\_

Date Entered: 05/15/2008  
 Entered by: AG

Preparer's Initials: AG

Amount Spelled: ONE THOUSAND EIGHTY FIVE DOLLARS AND NO CENTS

Vendor Name: MARIA G. IBARRA

Street: 500 EAST SAN ANTONIO  
 PLAN&DEVELOP

City, State, Zip: EL PASO TX 79901

Subject: PHARR, TX 05/23/08 COLONIA RESIDENT ADVISORY COMM

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	208	1,085.00	COLONSELF06	6553	145	CDD008		
	Desc:	PHARR, TX 05/23/08 COLONIA RESIDENT ADVISORY COMM						
02	Desc:							
03	Desc:							
04	Desc:							
05	Desc:							
06	Desc:							
07	Desc:							
08	Desc:							
09	Desc:							
10	Desc:							

Prepared by: AUDITORS-MARIBEL JACQUEZ TCAUD43

Date: 05/15/2008

Approved by: *[Signature]*

Date: 5/15/2008



PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

RECEIVED  
MAY 14 2008  
EL PASO  
COUNTY AUDITOR

### County of El Paso Travel Request Form

Travel

Type: **ADVANCE**

Name:	Maria G. Ibarra	Department:	Planning & Development
Date of Trip: Departure	05/23/08	Arrival Date:	05/23/08
		Destination:	Pharr, Texas
* Purpose of Trip:	Attend Mandatory Colonia Self Help CRAC Meeting.- Colonia Resident Advisory Committee		

\* Use of **GADMINGF** Funds requires legislative impact explanation

Department Index:	Colonsel06	Sub-Object:	6553
COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO			

#### Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

*Please Check One (Departure meal rate)*

<input type="checkbox"/>	on Date of Departure by	After 12:00 P.M.	Half Rate	\$ 17.50
<input checked="" type="checkbox"/>	on Date of Departure by	Before 12:00 P.M.	Full Rate	\$ 35.00

*Please Check One (Return meal rate)*

<input checked="" type="checkbox"/>	on Date of Return by	Before 5:00 P.M.	Half Rate	\$ 17.50
<input type="checkbox"/>	on Date of Return by	After 5:00 P.M.	Full Rate	\$ 35.00

\* \$35.00 per diem no receipts required

\* (Note: Please use the items checked above to fill out section 2 below)

#### Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

		* CC
Airfare	\$920.00	_____
Auto Rental	35.00	_____
Mileage (.40 /mile)	_____	_____
Gas	60.00	_____
Meal rate on Departure date	_____	_____
Meal per diem (\$35.00)	70.00	_____
Meal rate on Return date	_____	_____
Lodging	_____	_____
Other - Registration	_____	_____
Other - Parking/Tolls	_____	_____
Other - Taxi	_____	_____
Other -	_____	_____
Other -	_____	_____
<b>TOTAL</b>	<b>\$1,085.00</b>	<b>\$0.00</b>

#### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_

Index: \_\_\_\_\_

Sub-Object: \_\_\_\_\_

Vendor: \_\_\_\_\_

Subsidiary: \_\_\_\_\_

Amount: \_\_\_\_\_

EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  N  Y/N

#### Section 3: Signature and List of Names:

ADVANCE FROM COUNTY	\$1,085.00	CC	\$0.00
Name: _____	Name: _____	Name: _____	Name: _____
Name: Antonio Garcia	Name: _____	Name: _____	Name: _____
Name: _____	Name: _____	Name: _____	Name: _____
Name: _____	Name: _____	Name: _____	Name: _____
Name: _____	Name: _____	Name: _____	Name: _____

NOTATION: TRAVEL REQUEST FORM MUST  
BE SUBMITTED TO COUNTY AUDITORS-  
ACCOUNTS PAYABLE DIVISION **BEFORE**  
**TUESDAY 12:00 PM**

SIGNATURE

DATE: 14-May-08

C.C.O. DATE \_\_\_\_\_

El Paso County Travel Justification Form

Name: Maria Ibarra Signature [Signature] Date: 5/13/08

Dept: Plan Develop Job Title: Program Coordinator  
Colensee job

Travel Funding Source:  County  Grant  Other

Will any funds be reimbursed by another entity? grant

Travel Account No.: 6553 Balance Remaining for FY: \_\_\_\_\_

Purpose: (check one)

**Statutorily Required Training to Hold Elective Office**  
Statute Reference: \_\_\_\_\_  
My elective office requires \_\_\_\_\_ number of training hours per \_\_\_\_\_ months. I  
have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_.

**Professional or Technical Training to Maintain License/Certification**  
(peace officers, attorneys, CPAs, technical certifications, etc.)

**Additional Professional or Technical Training NOT Required to Maintain License/Certification**

**Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**  
Entity Name: \_\_\_\_\_  
Purpose of Visit: \_\_\_\_\_

**Travel for Program Revenue Enhancement/Sales Opportunity**  
Explain: \_\_\_\_\_

**Program Development Training**  
Explain: \_\_\_\_\_

**Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**  
(County Clerk's Association, TAC, Conference of Urban Counties, TBIC, etc.)  
Organization Name: \_\_\_\_\_

**Human Resources/Management/Personal Development Training**  
("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)

**Other:** Mandatory Self Help Centers Meeting  
CIRAC

MAY 14 2008  
EL PASO COUNTY AUDITOR

El Paso County Travel Justification Form

Name: Antonio Garcia Signature: [Signature] Date: 5/13/08
Dept: Calomself 04 Job Title: CIRAC Representative
Travel Funding Source: County Grant Other
Will any funds be reimbursed by another entity?
Travel Account No.: 6553 Balance Remaining for FY:

Purpose: (check one)

Statutorily Required Training to Hold Elective Office
Statute Reference:
My elective office requires number of training hours per months. I
have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this course?

Professional or Technical Training to Maintain License/Certification
(peace officers, attorneys, CPAs, technical certifications, etc.)

Additional Professional or Technical Training NOT Required to
Maintain License/Certification

Travel for Lobbying/Advocating Before Federal/State Legislature,
Federal/State Agency, or Other Regulatory Body, Including Grant
Application Advocacy
Entity Name:
Purpose of Visit:

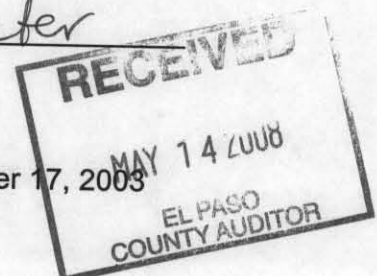
Travel for Program Revenue Enhancement/Sales Opportunity
Explain:

Program Development Training
Explain:

Travel to Professional, County, or Elected Officials' Organization
Meeting/Convention
(County Clerk's Association, TAC, Conference of Urban Counties, TBIC, etc.)
Organization Name:

Human Resources/Management/Personal Development Training
("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)

X Other: Mandatory Self Help Center
CIRAC Meeting





TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

[www.tdhea.state.tx.us](http://www.tdhea.state.tx.us)

Rick Perry  
GOVERNOR

Michael Gerber  
EXECUTIVE DIRECTOR

**BOARD MEMBERS**  
C. Kent Conine, *Chair*  
Leslie Bingham Escarcño  
Tomas Cardenas, P.E.  
Sonny Flores  
Juan S. Muñoz, Ph.D.  
Gloria Ray

May 6, 2008

Dear Colonia Resident Advisory Committee (C-RAC) Member:

The Office of Colonia Initiatives is coordinating a meeting on **Friday, May 23, 2008 at 1:30 p.m.** at the Hidalgo County Urban County Program Offices in Pharr, Texas. At this meeting, Hidalgo County representatives will be presenting for your consideration their proposal to the Colonia Self-Help Center Program. The meeting will be held at the following location:

**Hidalgo County  
Urban County Program  
1916 Tesoro Blvd  
Pharr, TX 78577  
(956) 787-8127**

Please mark you calendars and make plans to attend. Let your respective county representative and/or Colonia Self-Help Center in your area know if you will be attending.

Sincerely,

A handwritten signature in black ink, appearing to read "Robb Stevenson".

Robb Stevenson, Manager  
Office of Colonia Initiatives

cc: Colonia Self-Help Centers  
Participating Counties  
OCI Border Field Offices



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## Southwest Airlines Air Itinerary and Pricing

### Air Itinerary

Trip	Date	Day	Stops	Routing	Flight	Routing Details
Depart	May 23	Fri	1	ELP-HOU-HRL	1314	Depart El Paso (ELP) at 6:35 AM Arrive in Houston (HOU) at 9:25 AM
					11	Change planes in Houston (HOU) departing at 10:50 AM Arrive in Harlingen (HRL) at 11:45 AM
Return	May 23	Fri	1	HRL-SAT-ELP	98	Depart Harlingen (HRL) at 7:20 PM Arrive in San Antonio (SAT) at 8:15 PM
					789	Change planes in San Antonio (SAT) departing at 8:45 PM Arrive in El Paso (ELP) at 9:10 PM

### Pricing

Passenger Type	Trip	Routing	Type of Fare	Base Fare	U.S. Taxes	PFC	Security Fee <sup>1</sup>	Passenger(s)	Total
Adult	Depart	ELP-HOU-HRL	Wanna Get Away	\$196.28	\$21.72	\$6.00	\$5.00	1	\$229.00
	Return	HRL-SAT-ELP	Wanna Get Away	\$196.28	\$21.72	\$9.00	\$5.00	1	\$232.00
<b>Total</b>				<b>\$392.56</b>	<b>\$43.44</b>	<b>\$15.00</b>	<b>\$10.00</b>		<b>\$461.00</b>

<sup>1</sup> Security Fee is the government-imposed September 11th Security Fee.



**Save \$20 and receive an instant line of credit, today!**

Apply for instant credit with the Southwest Airlines Rapid Rewards Visa Signature card and save \$20 on the first statement. Plus, get 8 bonus Rapid Rewards credits - halfway to a roundtrip Award! [Apply Now!](#)

**I accept the conditions of travel for Fare Types listed above and want to complete this purchase.**

(Note: Please click on each Fare Type link individually to view associated rules, as the restrictions for each fare may vary slightly.)

[Go To Next Step - Purchase >>](#)

[Start Over](#)

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**SOUTHWEST.COM**

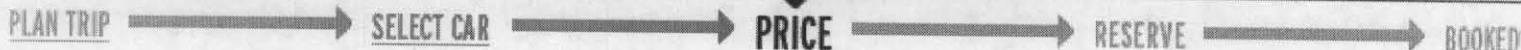
Book Travel

Special Offers

Travel Tools

Rapid

**AIR** | **CAR** | **HOTEL** | **CRUISE** | **VACATION PACKAGES** | **TRAVEL SUMMARY**



## Pricing and Conditions of Rental

### Rental Car Details

Date	Day	Time	Details
May 23	Fri	12:00pm	Pickup Mid-size car in Harlingen - HRL
May 23	Fri	6:00pm	Dropoff Mid-size car in Harlingen - HRL

### Pricing

Item	Amount
Base Rate	\$19.00
Drop Charge	\$0.00
Mileage Charge	Unlimited
APT CONC RECOV FEE (10%)	\$2.07
FACILITY CHARGE (\$3.00/Day)	\$3.00
TAG RECOVERY FEE (\$1.69/Day)	\$1.69
RENTAL TAX (10%)	\$2.58
<b>Approximate Total</b>	<b>\$28.34</b>

### Conditions of Rental

- Base rate breaks down into: WEEKEND RATE: 1 WEEKEND DAY(S) at \$19.00/WEEKEND DAY
- Optional LDW ranges from \$9.00 to \$25.99 per day depending upon vehicle type and location. Check your automobile insurance policy or credit card protection for rental vehicle coverage.
- Taxes, surcharges, additional driver fee and optional items such as refueling are extra. Airport concession fees, airport access fees if you choose to exit on our shuttle, or customer facility charges may apply at some airports.
- Geographical restrictions may apply.
- Frequent Flyer Credits may be subject to a Frequent Flyer Surcharge.
- Drivers must meet minimum age requirements, drivers 21-24 may be assessed an additional charge.
- Must present a major credit card at the time of rental.
- A valid driver's license must be presented at the time of rental.
- For details on these or any rental requirements, please contact Dollar at **1-800-800-3665**

### Southwest Airlines Limit of Liability

- Car rental company is solely responsible for fulfilling Customer's car rental reservation, including but not limited to availability of vehicles, pricing and payment for rentals, and the quality of service provided to the Customer making the reservation.

**I accept these conditions of rental and wish to reserve this car...**

[Go To Next Step - Reserve Car >>](#)

[Start Over](#)

[Rental Car Guidelines](#)

[Need help booking travel?](#)

• **Maribel Jacquez**

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**From:** Guadalupe Ibarra  
**Sent:** Wednesday, May 14, 2008 8:40 AM  
**To:** Maribel Jacquez; Jorge Lopez  
**Subject:** FW: C-RAC Meeting  
**Importance:** High  
**Attachments:** C-RAC meeting 5-23-08.pdf; cirac2008-2.jpg; cirac-3.jpg; CIRAC 2008.jpg

Maribel,  
Yesterday, I requested to Jorge travel monies to attend a mandatory meeting, for myself and a CIRAC-Community member. Originally I requested these funds from Plann & Develop index, however this is a grant allowable cost. Please, could you transfer monies from 6553 to subject code 6705, in order for us to attend this meeting? I have attached travel Voucher and the travel justification form. Originals with the correct account number will be delivered to you today.  
Thank you,

*Guadalupe Ibarra - Program Coordinator  
El Paso County Self Help Center  
915.852-2160 or 915.543.3845 ext. 4557  
Fax: 543-3846  
gibarra@epcounty.com*

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**From:** Albert Alvidrez [mailto:albert.alvidrez@tdhca.state.tx.us]  
**Sent:** Monday, May 12, 2008 12:53 PM  
**To:** Guadalupe Ibarra  
**Subject:** FW: C-RAC Meeting  
**Importance:** High

FYI

-----Original Message-----

**From:** Robert Stevenson [mailto:robb.stevenson@tdhca.state.tx.us]  
**Sent:** Tuesday, May 06, 2008 5:06 PM  
**To:** annwcass@aol.com; Anna Villarreal (annavillarreal35@aol.com); Bobby Rankin (cassecnc@stx.rr.com); Esther Benavides (mavcplanning@hotmail.com); Herberto Falcon (falcon32shc@yahoo.com); JAlayyan@epcounty.com; Juan Vargas (vargas@webbcountytx.gov); Pete De La Cruz; Raul Garcia (rgarcia@co.cameron.tx.us); 'FBejarano@co.cameron.tx.us'; 'nozuna@bizrgv.rr.com'  
**Cc:** Valerie Rivera-Soto; 'Albert Alvidrez'; Yesenia Ayala; 'Homero Cabello'  
**Subject:** C-RAC Meeting

Hello,

The next Colonia Resident Advisory Committee (C-RAC) meeting has been set for Friday, May 23, 2008 at 1:30 pm in Pharr. The Hidalgo County proposal for funding from the Colonia Self-Help Center Program will be presented to the C-RAC members and audience at the meeting. Please see the attached invitation that will also be sent by mail to all C-RAC members.

Sincerely,

**Robb Stevenson, Manager  
Office of Colonia Initiatives  
Texas Department of Housing & Community Affairs  
Ofc 512/463-2179  
Fax 512/475-2365**

5/14/2008