



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

PERSONNEL ADJUSTMENT REQUEST FORM (ALLOWANCES)

NOTE: Complete multiple personnel action form if department is requesting more than (3) personnel actions.

Date: 04/12/2022 Current Slot No.: 0111/0005
 Department Name: District Attorney's Office Current Position Title: Director, Victims Unit
 Department No.: 080 PRG: 002 & 017 Requested Position Title: N/A

ALLOWANCE REQUEST: Type of Allowance

Position
 Interpreter
 Clothing
 Supplemental
 Auto

ALLOWANCE AMOUNT:	<u>\$ 0.00</u>	<u>\$ 2,937.00</u>	<u>\$ 2,937.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	<u> </u>	<u> </u>	<u>\$ 0.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: \$ 2,937.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Salary Adjustment
 Other Increase will be 100% funded by the VAP grant

POSITION TYPE: Full Time Regular Object Code 113
 Part Time Regular Object Code 114
 Full Time Temporary Object Code 121
 Part Time Temporary Object Code 122

CIVIL SERVICE: Exempt **FLSA:** Exempt
 Non-Exempt Non-Exempt

JUSTIFICATION / PRIORITY: (Explain why this allowance request is essential)

Requesting supplemental pay for this position due to the rigor and complexity that the position has evolved to require. This is deemed necessary in order to accommodate the position's current duties and

COMMENTS: (Any comments you wish to make regarding this request, attach additional pages if needed)

responsibilities related to new assigned tasks which include the appointment to committees, task forces, working groups and coalitions to comply with newly passed legislative mandates.

Rosalinda Cantu
Department Head

04/12/2022
Date

Katrina Garcia
Department of Human Resources

4/13/2022
Date

Davis
Department of Budget & Management

4/13/2022
Date