

# JOINT SELECT COMMITTEE BUDGET AND STAFFING FORM

COMMITTEE NAME: \_\_\_\_\_

Joint Committee Budget from \_\_\_\_\_ to \_\_\_\_\_  
Date Date

- |   |    |
|---|----|
| 1. SALARIED COMMITTEE STAFF (itemize in Item 1 on page 2)                             | \$ |
| 2. CONTRACTS (describe in Item 2 on page 2)   | \$ |
| Contract committee staff  |    |
| Consulting and professional contracts   |    |
| Expert witnesses contracts (compensation and/or travel reimbursement)                 |    |
| 3. TELEPHONES   | \$ |
| Monthly charges   |    |
| Long-distance (AT&T) charges  |    |
| 4. SUPPLIES AND PURCHASING  | \$ |
| Paper and basic office supplies   |    |
| Stationary and business cards   |    |
| Miscellaneous consumables   |    |
| Magazine and journal subscriptions  |    |
| 5. PHOTOCOPYING AND DUPLICATION   | \$ |
| 6. PRINTING OF FINAL REPORT (check one)   | \$ |
| TLC                      Senate                      House                      Other |    |
| 7. MAILINGS   | \$ |
| Postage   |    |
| Express Deliveries  |    |
| Fax communications  |    |
| 8. TRAVEL REIMBURSEMENT   | \$ |
| Senate and House members of committee   |    |
| Citizen members appointed by lieutenant governor and speaker                          |    |
| Salaried staff listed on reverse  |    |
| Subpoenaed witnessess (not expert witnesses—see Item 2)                               |    |
| 9. SPECIAL OUTLAYS (itemize below)  | \$ |
| Meeting place rentals   | \$ |
| Books and publications  | \$ |
| Furniture and equipment   | \$ |

Total \$

## 10. DESIGNATED INDIVIDUAL(S) AUTHORIZED TO APPROVE EXPENDICTURES

Authorized: \_\_\_\_\_

BUDGET SUBMITTED BY:

\_\_\_\_\_  
CHAIR OR CO-CHAIR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIR OR CO-CHAIR

\_\_\_\_\_  
DATE

BUDGET APPROVAL BY:

\_\_\_\_\_  
LIEUTENANT GOVERNOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SPEAKER OF THE HOUSE

\_\_\_\_\_  
DATE

# JOINT SELECT COMMITTEE BUDGET AND STAFFING FORM

**COMMITTEE NAME:** \_\_\_\_\_

Joint Committee Budget from \_\_\_\_\_ to \_\_\_\_\_  
Date Date

1. Itemize salaried committee staff positions included in Item 1 on page 1 that are to be funded by the Texas Legislative Council and who is expected to fill them, if known. Give in each case the expected duration of employment, the expected workweek, and the expected compensation rate.
2. Describe any contractual expenditures included in Item 2 on page 1.
3. Include any other clarification regarding the committee budget and staffing proposal that you feel will help justify your budget request. (Alternatively, attach a letter or memorandum.)