



## LUBBOCK COUNTY

### TRAVEL AUTHORIZATION & TRAVEL ADVANCE REQUEST FORM TA507


Employee: Ashley Cox Department: CDA  
Vendor #: \_\_\_\_\_ G/L Account: 16304025-599900  
Purpose of Travel: Training Destination(City,State): Niagara Falls, NY  
Departure Date: 5/14/25 Return Date: 5/17/25

ESTIMATED TRAVEL EXPENSE (attach supporting documents and/or receipts, excluding meal receipts)							
Dates of Travel	5/14/25	5/15/25	5/16/25	5/17/25			WEEKLY TOTALS
Breakfast-Per Diem	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00			\$ 80.00
Lunch-Per Diem	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00			\$ 88.00
Dinner-Per Diem	\$ 33.00	\$ 33.00	\$ 33.00	\$ 33.00			\$ 132.00
TOTAL PER DIEM							\$ 300.00
EXPENSES PAID BY PO OR PCARD (attach supporting documents and/or receipts, excluding meal receipts)							
Lodging	\$ 525.19						\$ 525.19
Parking							\$ 0.00
Airline (describe)							
Rental Car (describe)							
Registrations							
Other (describe)							
Mileage Rate	0.70	# of Miles					\$ 0.00
TOTAL ESTIMATED TRAVEL EXPENSES							\$ 525.19

I hereby request authorization to travel outside of Lubbock County on official business as detailed above. I have read the Lubbock County Travel Policy and will follow that policy for travel and in making requests for advancement and reimbursement of expenses. I understand that I must submit a travel expense form within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

☐ Please provide an advance Per Diem by the following date: \_\_\_\_\_ totaling, ☐


Ashley Cox  
PRINTED NAME OF EMPLOYEE

  
EMPLOYEE'S SIGNATURE

4/29/25  
DATE

I hereby certify the above-requested travel for official Lubbock County business is directly related to this department's operations. There are sufficient un-expended funds in the current budget line item to cover all reimbursable expenses incurred. Agendas, brochures, flyers, GSA meal and incidentals and other supporting documents are attached and 0 meals are included in the registration feed and will not be reimbursed. Please issue a travel expense advance if requested.

Edward M. Wharff IV  
PRINTED NAME OF DIRECTOR

  
DIRECTOR'S SIGNATURE

4/29/25  
DATE

NOTE: ALL SIGNATURES ARE REQUIRED FOR TRAVEL AND/OR PER DIEM ADVANCES. FAILURE TO FILL OUT THE FORM CORRECTLY OR PROVIDE PROPER DOCUMENTATION MAY CAUSE A DELAY IN TRAVEL AUTHORIZATION AND PER DIEM ADVANCES. **OUT OF STATE TRAVEL REQUIRES COMMISSIONERS COURT APPROVAL AS AN AGENDA ITEM.**

Return to: Eddie Wharff 775-1140

All Training Is Provided At No Cost



## Northeast Counterdrug Training Center

NEED AN ACCOUNT? (</ACCOUNT/NEED-AN-ACCOUNT/>)

[LOGIN \(/ACCOUNT/LOGIN/\)](/ACCOUNT/LOGIN/)

[🏠 HOME \(/\)](#)   [COURSE DESCRIPTIONS \(/TRAINING/COURSE-DESCRIPTIONS/\)](/TRAINING/COURSE-DESCRIPTIONS/)  
CRYPTOCURRENCY INVESTIGATIONS

# Cryptocurrency Investigations

### Course Description:

Class participants will learn how to manually track cryptocurrency transactions using free public blockchain explorers. Several real-life case studies will be presented to demonstrate methods to initiate a cryptocurrency case from start to finish. In-depth practical exercises will take place during this course. Tablets will be provided to all students so that they can engage in a variety of practical exercises to include setting up cover wallets, initiating transactions, and tracking crypto transactions. All class participants will receive a demo account to Crypto Track Pro which is a powerful blockchain analytical engine. They will use Crypto Track Pro to participate in advanced tracking exercises. Sample policies and procedures will be discussed to properly seize and store cryptocurrency until awarded during asset forfeiture hearings.

### Upon successful completion of the course, students will be able to:

- Cryptocurrency Overview
- Blockchain Overview
- Blockchain explorers & manual tracking
- Bitcoin Fundamentals & the UTXO Model
- Ethereum Fundamentals & ERC-20 Tokens
- NFTs and Dapps Overview
- Establishing cryptocurrency wallets

- Hot wallets vs. cold wallets
- Various Legal Processes
- Techniques to Seize Cryptocurrency
- Real-life Case Studies

**Prerequisites:** None

**Course Length:** 2 days/ 16 hours

**Who May Attend:** Law Enforcement

## This event is offered on the following dates

### **Cryptocurrency Investigations (/training/course-descriptions/cryptocurrency-investigations/)**

Apr 29, 2025 10:00 - Apr 30, 2025 18:00 (10:00 - 18:00)

Tuesday - Wednesday

Lake Mary FL

 1 Available

**REGISTER (/MEMBERS/EVENT-REGISTRATION/?EID=32C2DFF3-E7D1-4BB9-A0B4-B9285597611C)**

### **Cryptocurrency Investigations (/training/course-descriptions/cryptocurrency-investigations/)**

May 15, 2025 8:30 - May 16, 2025 16:00 (8:30 - 16:00)

Thursday - Friday

Lewiston NY

 19 Available

REGISTER (/MEMBERS/EVENT-REGISTRATION/?EID=EAA63F51-6DB5-4960-BC41-0FA6536AFBAD)

## Cryptocurrency Investigations (/training/course-descriptions/cryptocurrency-investigations/)

Jul 14, 2025 8:00 - Jul 15, 2025 16:00 (8:00 - 16:00)

Monday - Tuesday

Salisbury MD

 38 Available

REGISTER (/MEMBERS/EVENT-REGISTRATION/?EID=D6465BDC-B757-401A-9071-FABA86661BA3)

## Cryptocurrency Investigations (/training/course-descriptions/cryptocurrency-investigations/)

Aug 04, 2025 8:00 - Aug 05, 2025 16:00 (8:00 - 16:00)

Monday - Tuesday

Lancaster OH

 37 Available

REGISTER (/MEMBERS/EVENT-REGISTRATION/?EID=975F8B7F-87CE-46B3-A7E6-D781FB021B5B)

## Cryptocurrency Investigations (/training/course-descriptions/cryptocurrency-investigations/)

Sep 29, 2025 8:00 - Sep 30, 2025 16:00 (8:00 - 16:00)

Monday - Tuesday

Methuen MA

 15 Available

REGISTER (/MEMBERS/EVENT-REGISTRATION/?EID=3C0AA511-9D7C-4CDF-86F0-3B20055FD384)



PACDO (<https://Pacdo.Counterdrug.Org/>)

(<https://Pacdo.Counterdrug.Org/>)



NCTC (/)

### Mission

(/)

The Northeast Counterdrug Training Center provides training in prevention and counterdrug activities to law enforcement agencies and community-based organizations in the Northeastern United States working to reduce the availability of illicit drugs, improve public safety, and diminish drug use in our society.



Counterdrug Advisory Council  
(<https://www.counterdrug.info>)

## Support & Requests

(<https://www.counterdrug.info>)  
FAQs (</about-nctc/faqs/>)



Find Answers In Frequently Asked Questions.

(</about-nctc/faqs/>)



Our Services (</services/our-services/>)

Requests For Services.

(</services/our-services/>)  
**Contact Emails**

For registration issues or changes and questions about resident or export courses:

**[register@counterdrug.org](mailto:register@counterdrug.org)** (<mailto:register@counterdrug.org>)

Multipurpose High Risk Entry Facility questions:

**[entry@counterdrug.org](mailto:entry@counterdrug.org)** (<mailto:entry@counterdrug.org>)

Website comments or issues:


**[webmaster@counterdrug.org](mailto:webmaster@counterdrug.org)** (<mailto:webmaster@counterdrug.org>)

## Contact Address

BLDG 8-65

Fort Indiantown Gap

Annville, PA 17003-5002

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## Site

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# FY 2025 per diem rates for New York

## Meals and incidental expenses (M&IE) rates and breakdown

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and lastday of travel
Standard Rate	Applies for all locations without specified rates	\$68	\$16	\$19	\$28	\$5	\$51.00
Albany	Albany	\$86	\$22	\$23	\$36	\$5	\$64.50
Binghamton	Broome	\$74	\$18	\$20	\$31	\$5	\$55.50
Buffalo	Erie	\$80	\$20	\$22	\$33	\$5	\$60.00
Floral Park / Garden City / Great Neck	Nassau	\$86	\$22	\$23	\$36	\$5	\$64.50
Glens Falls	Warren	\$86	\$22	\$23	\$36	\$5	\$64.50
Ithaca	Tompkins	\$80	\$20	\$22	\$33	\$5	\$60.00
Kingston	Ulster	\$86	\$22	\$23	\$36	\$5	\$64.50
Lake Placid	Essex	\$86	\$22	\$23	\$36	\$5	\$64.50
New York City	Bronx / Kings / New York / Queens / Richmond	\$92	\$23	\$26	\$38	\$5	\$69.00
Niagara Falls	Niagara	\$80	\$20	\$22	\$33	\$5	\$60.00
Nyack / Palisades	Rockland	\$80	\$20	\$22	\$33	\$5	\$60.00
Poughkeepsie	Dutchess	\$80	\$20	\$22	\$33	\$5	\$60.00
Riverhead / Ronkonkoma / Melville	Suffolk	\$86	\$22	\$23	\$36	\$5	\$64.50
Rochester	Monroe	\$80	\$20	\$22	\$33	\$5	\$60.00



<b>Primary destination</b>	<b>County</b>	<b>M&amp;IE total</b>	<b>Breakfast</b>	<b>Lunch</b>	<b>Dinner</b>	<b>Incidental expenses</b>	<b>First and lastday of travel</b>
Saratoga Springs / Schenectady	Saratoga / Schenectady	\$80	\$20	\$22	\$33	\$5	\$60.00
Syracuse / Oswego	Onondaga / Oswego	\$80	\$20	\$22	\$33	\$5	\$60.00
Tarrytown / White Plains / New Rochelle	Westchester	\$92	\$23	\$26	\$38	\$5	\$69.00
Troy	Rensselaer	\$80	\$20	\$22	\$33	\$5	\$60.00
West Point	Orange	\$80	\$20	\$22	\$33	\$5	\$60.00

# Reservation Details

✔ **Confirmation number: 45591669**

A confirmation email has been sent to [mmoore@lubbockcounty.gov](mailto:mmoore@lubbockcounty.gov)

**Thank you for being a Choice Privileges member, Ashley!**



[View your account](#)

## Your upcoming stay from May 14 - May 17

### Cambria Hotel Niagara Falls

[311 Rainbow Blvd, Niagara Falls, NY, 14303, US](#)

Tel: (716) 285-2200

#### LIMITED TIME OFFER



**Earn 60,000 bonus points**  
after qualifying purchases. Terms apply.

[Learn more](#)

Check-In

**May 14**

Wed, 4:00 PM

Check-Out

> **May 17**

Sat, 11:00 AM

3 NIGHTS

### Room

**2 Queen Beds**

No Smoking • 1 adult

**\$154** USD

[Avg/night](#)

## Summary of charges

Room 1	
\$153.56 x 3 nights	\$460.69
<hr/>	
<b><u>Estimated Taxes</u></b>	\$64.50
<hr/>	
<b>Total (USD)</b>	<b>\$525.19</b>

**Free Cancellation** until May 13, 2025 at 4 PM local hotel time.

## Payment method



\*\*\*\*6714

## Good to know

### Rate

Get 20% off when you stay 2 or more nights\* (Member)

### Guarantee Policy

Your room will be held until 7:00 AM the morning following your scheduled arrival date. To make a reservation for these dates the hotel requires a minimum length of stay of 2 nights. This means that if you check out early you are responsible to pay for 2 nights stay If you do not arrive and do not cancel your reservation by the cancellation deadline, your credit card will be charged 1 night's stay plus tax.