



Wharton County Junior College

PAID PROFESSIONAL ASSIGNMENT (PPA) REQUEST FORM

TO: Amanda Allen

DATE: 8/5/2025

FROM: Lindsey McPherson

DIV or UNIT: Student Success

SUBJ: PPA request for: Alexis Brooks

Title of PPA activity: Title V HSI Project Director

Dates (or semesters) of activity: 9/1/2025-9/30/2025

- A. **Activity and Expected Outcomes.** Provide a brief narrative description plus a list of tasks and expected outcomes (append add'l pages if necessary). If PPA duties are described in a college-approved job description, simply refer to that document.

Alexis Brooks will serve as the Title V Project Director for the remainder of the grant, through September 2025. She will be paid a stipend from grant funds of \$12,000 annually for this additional role with the grant. This PPA covers a pro-rated compensation for September 1 - 30, 2025 (\$1,000 per month).

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)			\$ 1,000.00
TOTAL		\$ 0.00	\$ 1,000.00

Budget Number : 21184-6071-6185-501

C. **Approvals**

Supervisor: Lindsey McPherson Digitally signed by Lindsey McPherson
Date: 2025.08.06 14:26:15 -05'00'

VP: Leigh Ann Collins Digitally signed by Leigh Ann Collins
Date: 2025.08.07 17:33:26 -05'00'

President: [Signature] Date: 8/8/25