



**Wharton County  
Junior College**

**PAID PROFESSIONAL  
ASSIGNMENT (PPA)  
REQUEST FORM**

TO: Betty McCrohan

DATE: 8/30/24

FROM: Lindsey McPherson/Leigh Ann Collins

DIV or UNIT: Student Success

SUBJ: PPA request for: Michael Adkins  
 Title of PPA activity: Title V HSI Project Director  
 Dates (or semesters) of activity: October 1, 2024 - August 31, 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.

Michael Adkins will continue his role of Title V Project Director for the life of the grant, through September 2025. He will be paid a stipend from grant funds of \$18,000 annually for his role with the grant and will work to continue to integrate grant activities with institutionally funded departments and programs. He will also oversee the expanded grant activities on the Richmond campus. (\$1500 per month)

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)			\$ 16,500.00
<b>TOTAL</b>		\$ 0.00	\$ 16,500.00

Budget Number : 21182-6071-6185-501

C. **Approvals**

Supervisor: Lindsey McPherson Digitally signed by Lindsey McPherson  
DN: cn=Lindsey McPherson, o=WCJC,  
ou, email=mcphersonl@wcjc.edu, c=US  
Date: 2024.09.03 15:59:03 -0500 Date: \_\_\_\_\_

VP: Leigh Ann Collins Digitally signed by Leigh Ann Collins  
Date: 2024.09.03 17:24:52 -0500 Date: \_\_\_\_\_

President: *Betty McCrohan* Date: 8-4-24