



## TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT

Director's Name: Ronald A. Mims

Purpose: To attend the 2016 National Forum of Black Public Administrators (NFBPA)

Dates: April 14 - 16, 2016

Location: Portland, OR

### Itemized Expenses:

Conference Registration and/or Workshop Fees:	\$ 485.00
Airline Ticket Fare:	\$ 542.20
Lodging (Room and Tax Only):	\$ 377.86
Other incidental Expenses: (Parking, Taxi, Gratuities, etc.)	\$ 90.00
Business Meals:	\$ 165.00
<b>TOTAL EXPENSES:</b>	<b>\$1,660.06</b>