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

TOTAL EXPENSES: $1,660.06