

**Portland Housing Bureau
Administrative Services Budget Report
For the Period of JUL 2011 to MAR 2012**

Cost Center: HCMG000001 - Office of Director

25% of Year Remaining

Commitment Item Category	Current Budget	Year-to-Date Expenses	Encumbrance	Balance	Pct Remain
529002 - Out Grant Benef	\$27,000	\$1,990	\$0	\$25,010	93%
541000 - Education	\$4,100	\$253	\$0	\$3,847	94%
541100 - Tuition	\$0	\$1,104	\$0	(\$1,104)	0%
541200 - Subscriptns & Public	\$1,500	\$507	\$0	\$993	66%
541300 - Dues	\$16,000	\$14,165	\$0	\$1,835	11%
542000 - Local Travel	\$500	\$6	\$0	\$494	99%
542100 - Local Mileage	\$0	\$103	\$0	(\$103)	0%
542400 - Out-Of-Town Travel	\$9,500	\$2,370	\$0	\$7,130	75%
COST-CENTER TOTAL:	\$58,600	\$20,499	\$0	\$38,101	65%

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Cost Center: HCMG000002 - Business Operations - Fiscal/Admin/Com

25% of Year Remaining

Commitment Item Category	Current Budget	Year-to-Date Expenses	Encumbrance	Balance	Pct Remain
541000 - Education	\$15,000	\$3,220	\$0	\$11,780	79%
541100 - Tuition	\$0	\$135	\$0	(\$135)	0%
541200 - Subscriptns & Public	\$2,000	\$720	\$0	\$1,280	64%
541300 - Dues	\$0	\$1,620	\$545	(\$2,165)	0%
542000 - Local Travel	\$0	\$1,375	\$0	(\$1,375)	0%
542100 - Local Mileage	\$0	\$385	\$0	(\$385)	0%
542300 - Local Other	\$15,000	\$7,805	\$0	\$7,196	48%
542400 - Out-Of-Town Travel	\$5,900	\$5,963	\$0	(\$63)	(1%)
COST-CENTER TOTAL:	\$37,900	\$21,223	\$545	\$16,132	43%

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Cost Center: HCMG000003 - Policy Plan & Comm

25% of Year Remaining

Commitment Item Category	Current Budget	Year-to-Date Expenses	Encumbrance	Balance	Pct Remain
529002 - Out Grant Benef	\$0	\$6,585	\$0	(\$6,585)	0%
541000 - Education	\$3,700	\$9,275	\$0	(\$5,575)	(151%)
541200 - Subscriptns & Public	\$0	\$862	\$0	(\$862)	0%
542000 - Local Travel	\$1,000	\$255	\$0	\$745	74%
542300 - Local Other	\$0	\$462	\$0	(\$462)	0%
542400 - Out-Of-Town Travel	\$4,000	\$961	\$0	\$3,039	76%
COST-CENTER TOTAL:	\$8,700	\$18,400	\$0	(\$9,700)	(111%)

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Cost Center: HCPG000001 - Homeless Campaign

25% of Year Remaining

Commitment Item Category	Current Budget	Year-to-Date Expenses	Encumbrance	Balance	Pct Remain
541000 - Education	\$7,500	\$600	\$0	\$6,900	92%
542000 - Local Travel	\$3,000	\$28	\$0	\$2,972	99%
542400 - Out-Of-Town Travel	\$0	\$1,786	\$0	(\$1,786)	0%
COST-CENTER TOTAL:	\$10,500	\$2,414	\$0	\$8,086	77%

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Cost Center: HCPG000002 - Program Delivery

25% of Year Remaining

Commitment Item Category	Current Budget	Year-to-Date Expenses	Encumbrance	Balance	Pct Remain
541100 - Tuition	\$0	\$0	\$0	\$0	0%
541200 - Subscriptns & Public	\$0	\$0	\$0	\$0	0%
542000 - Local Travel	\$0	\$0	\$0	\$0	0%
542400 - Out-Of-Town Travel	\$0	\$0	\$0	\$0	0%
COST-CENTER TOTAL:	\$0	\$0	\$0	\$0	0%

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Cost Center: HCPG000004 - Housing Finance

25% of Year Remaining

Commitment Item Category	Current Budget	Year-to-Date Expenses	Encumbrance	Balance	Pct Remain
541000 - Education	\$10,000	\$50	\$0	\$9,950	100%
541200 - Subscriptns & Public	\$0	\$60	\$0	(\$60)	0%
542000 - Local Travel	\$1,000	\$24	\$0	\$976	98%
542100 - Local Mileage	\$0	(\$16)	\$0	\$16	0%
542200 - Mileage Reimbursemt	\$2,000	\$0	\$0	\$2,000	100%
542300 - Local Other	\$0	\$6	\$0	(\$6)	0%
542400 - Out-Of-Town Travel	\$5,000	\$906	\$0	\$4,094	82%
COST-CENTER TOTAL:	\$18,000	\$1,030	\$0	\$16,970	94%

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Cost Center: HCPG000005 - Neighborhood Housing

25% of Year Remaining

Commitment Item Category	Current Budget	Year-to-Date Expenses	Encumbrance	Balance	Pct Remain
541000 - Education	\$4,500	\$200	\$0	\$4,300	96%
541200 - Subscriptns & Public	\$0	\$625	\$0	(\$625)	0%
542000 - Local Travel	\$500	\$405	\$0	\$95	19%
542200 - Mileage Reimbursemt	\$1,700	\$0	\$0	\$1,700	100%
542400 - Out-Of-Town Travel	\$2,500	\$280	\$0	\$2,220	89%
COST-CENTER TOTAL:	\$9,200	\$1,511	\$0	\$7,689	84%