

**Portland Housing Bureau  
Expense Tracking Report - Travel/Training & Director's Office  
For the Period From JUL 2013 to SEP 2013**

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000010	Gen Fund Dir Office Dir Admin	529 - Miscellaneous Services	\$2,020.00		\$2,020.00
9HCMG0000010		541 - Continuing Education	\$13,000.00		\$13,000.00
		<b>Internal Order Total</b>	<b>\$15,020.00</b>		<b>\$15,020.00</b>

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000151	Travel/Training Business Operator	541 - Continuing Education	\$2,324.60		\$2,324.60
		<b>Internal Order Total</b>	<b>\$2,324.60</b>		<b>\$2,324.60</b>

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000150	Travel/Training Director's Office	542 - Travel Expenses	\$1,583.68		\$1,583.68
		<b>Internal Order Total</b>	<b>\$1,583.68</b>		<b>\$1,583.68</b>

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000152	Travel/Training Equity, Public Info	541 - Continuing Education	\$2,500.00		\$2,500.00
		<b>Internal Order Total</b>	<b>\$2,500.00</b>		<b>\$2,500.00</b>

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000154	Travel/Training Hsg Investment & F	541 - Continuing Education	\$248.37		\$248.37
		<b>Internal Order Total</b>	<b>\$248.37</b>		<b>\$248.37</b>

		<b>Grand Total</b>	<b>\$21,676.65</b>		<b>\$21,676.65</b>
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