

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

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000010	Gen Fund Dir Office Dir Admin	529 - Miscellaneous Services	\$5,300.01		\$5,300.01
		541 - Continuing Education	\$13,000.00		\$13,000.00
		Internal Order Total	\$18,300.01		\$18,300.01

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000151	Travel/Training Business Operator	541 - Continuing Education	\$3,629.49		\$3,629.49
		542 - Travel Expenses	\$881.76		\$881.76
		Internal Order Total	\$4,511.25		\$4,511.25

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000150	Travel/Training Director's Office	541 - Continuing Education	\$65.00		\$65.00
		542 - Travel Expenses	\$925.48		\$925.48
		Internal Order Total	\$990.48		\$990.48

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000152	Travel/Training Equity, Public Info	541 - Continuing Education	\$2,540.00		\$2,540.00
		542 - Travel Expenses	\$501.20		\$501.20
		Internal Order Total	\$3,041.20		\$3,041.20

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000153	Travel/Training Hsg Access & Stab	542 - Travel Expenses	\$381.94		\$381.94
		Internal Order Total	\$381.94		\$381.94

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000154	Travel/Training Hsg Investment & F	524 - Repair & Maintenance Serv	\$0.00		\$0.00
		541 - Continuing Education	\$1,958.07		\$1,958.07
		542 - Travel Expenses	\$809.54		\$809.54
		Internal Order Total	\$2,767.61		\$2,767.61

		Grand Total	\$29,992.49		\$29,992.49
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Includes all external M&S expenses charged against cost objects displayed