As part of the HUD FY16 Planning Grant funds, each Governance Council member is allowed a $500.00 stipend to apply as reimbursement for costs associated with attending the Annual Homeless Summit. These costs include:

* Summit Registration
* Hotel Stay *(if your place of work is 75 miles or less from the Summit location, you cannot use the stipend to reimburse hotel costs)*
* Mileage
* Meals *(for meals not provided at the Summit)*

**Please list the items reimbursed through the stipend and attach supporting receipts and/or mileage forms.**

**Summit Attendee:** Click or tap here to enter text.

**County(s) Represented for Governance Council:** Click or tap here to enter text.

**Date Submitted:** Click or tap to enter a date.

|  |  |
| --- | --- |
| **Expense Detail** | **Amount** |
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|  |  |
|  |  |
|  |  |
| **Total:** |  |

*Completed expense detail forms must be returned to the Balance of State CoC Treasurer via email (*[*treasurer@miboscoc.com*](mailto:treasurer@miboscoc.com)*).*

*All documents must be submitted within 10 days of the close of the Annual Homeless Summit.*