



Chicago Metropolitan Agency for Planning

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To: CMAP Board

From: Blanca Vela-Schneider

Date: May 26, 2022

Re: Executive Director Erin Aleman
Out-of-region travel summary for the month of May 2022

Below is a list of expenses related to Executive Director Aleman's out-of-region travel during the month of May 2022. Expenses listed below are from the CAGTC Conference.

**CAGTC Conference
Washington, DC
05/11/2022 – 05/12/2022**

Description	Date Expense Incurred	Expense Amount
Flight – United Airlines	05/11/2022	\$387.20
Transportation	05/11/2022-05/12/2022	\$109.53
Hotel Reservation – AC Hotels by Marriott	05/11/2022	\$263.24
Per Diem	05/11/2022-05/12/2022	\$60.00
Total:	\$819.97	

ACTION REQUESTED: Informational