



**CITY OF DANIA BEACH  
PRE-APPROVED CONFERENCE OR TRAINING AUTHORIZATION/RECONCILIATION**

EMPLOYEE: Eleanor Norena DEPARTMENT: Community Development

LOCATION: Orlando, FL TRIP/TRAINING DATE: 04/14/2015 - 04/17/2015

PURPOSE: Attend FEMA Annual Conference

Overnight       Out of State       Air Travel

**TRAVEL EXPENSES ESTIMATED: (Policy #2002-10-1)**

|   |                    |
|---|--------------------|
| REGISTRATION (attach conference brochure)   | \$ 350.00          |
| LODGING (# of nights <u>3</u> )             | 477.00             |
| MEALS (per diem)                            | 196.00             |
| OTHER INCIDENTAL EXPENSES:                  |                    |
| CAR RENTAL                                  | 236.96             |
| GAS/TOLLS (round trip)                      | 26.64              |
| OTHER TRANSPORTATION (Shuttle/Taxi/Parking) | -                  |
| SUPPLIES/MATERIALS                          | -                  |
| <b>TOTAL ESTIMATED EXPENSES:</b>            | <b>\$ 1,286.60</b> |

This seminar is required for:     Certification     General Training  
     License                     Other x Annual Conference

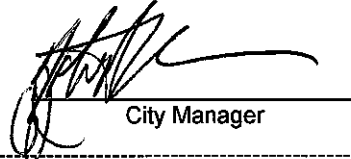
**Note any overnight or out of state travel events attended in the last 12 months:**

August 2014 - CFM exam in Key Largo, FL

Employee Signature: 

  
Department Director

**TRAVEL AUTHORIZATION:**  
 TAS  
Finance Director

  
City Manager

If payment is made through City's credit card, please indicate "credit card" under "Date" Column

|                   | Check Payee:           | Amount:            | Date: | RECONCILIATION |             |
|-------------------|------------------------|--------------------|-------|----------------|-------------|
|                   |                        |                    |       | Actual         | Differences |
| Registration:     | FEMA Annaul Conference | \$ 350.00          |       |                |             |
| Lodging:          | Mariott                | 477.00             |       |                |             |
| Transportation:   | Car Rental             | 236.96             |       |                |             |
| Traveler:         | Per Diem               | 196.00             |       |                |             |
| Others:           | Gas/Tolls              | 26.64              |       |                |             |
| <b>Account #:</b> |                        | <b>\$ 1,286.60</b> |       |                |             |

**Name:** Eleanor Norena  
**Location:** Orlando, FL  
**Purpose:** FEMA Annual Conference

**M&IE**

IRS Pub 1542 \$56.00 (obtain from Per diem form on City's Intranet)

|                | 4/14/2015 * | 4/15/2015 | 4/16/2015 | 4/17/2015 * | Total Est Exps |
|----------------|-------------|-----------|-----------|-------------|----------------|
| Meal Provided: | None        | None      | None      | None        |                |
| Per Diem       | \$ 42.00    | \$56.00   | \$56.00   | \$ 42.00    | \$ 196.00      |
| Lodging        | 159.00      | 159.00    | 159.00    |             | \$ 477.00      |
| Conf Fees      | 350.00      |           |           |             | \$ 350.00      |
| Gass/Tolls     | 26.64       |           |           |             | \$ 26.64       |
| Car Rental     | 236.96      |           |           |             | \$ 236.96      |
|                |             |           |           |             | \$ 1,286.60    |

**\* Travel day**

**per diem reductions**

Breakfast (B) 15% \$8.40  
Lunch (L) 35% \$19.60  
Dinner (D) 50% \$28.00



U.S. General Services Administration

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- M&IE Breakdown**
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- Per Diem Files (Archived)
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## Meals and Incidental Expenses ( M&IE) Breakdown

The separate amounts for breakfast, lunch and dinner listed in the chart are provided should you need to deduct any of those meals from your trip voucher. For example, if your trip includes meals that are already paid for by the government (such as through a registration fee for a conference), you will need to deduct those meals from your voucher. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

The table lists the six M&IE tiers in the lower 48 continental United States (currently ranging from \$46 to \$71). If you need to deduct a meal amount, first determine the location where you will be working while on official travel. You can look up the location-specific information at [www.gsa.gov/perdiem](http://www.gsa.gov/perdiem). The M&IE rate for your location will be one of the six tiers listed on this table. Find the corresponding amount on the first line of the table (M&IE Total) and then look below for each specific meal deduction amount.

The table also lists the portion of the M&IE rate that is provided for incidental expenses (currently \$5 for all tiers).

| Total | Continental Breakfast/Breakfast | Lunch | Dinner | IE  |
|-------|---------------------------------|-------|--------|-----|
| \$46  | \$7                             | \$11  | \$23   | \$5 |
| \$51  | \$8                             | \$12  | \$26   | \$5 |
| \$56  | \$9                             | \$13  | \$29   | \$5 |
| \$61  | \$10                            | \$15  | \$31   | \$5 |
| \$66  | \$11                            | \$16  | \$34   | \$5 |
| \$71  | \$12                            | \$18  | \$36   | \$5 |

This table lists the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

| Total | First & Last Day of Travel |
|-------|----------------------------|
| \$46  | \$34.50                    |
| \$51  | \$38.25                    |
| \$56  | \$42.00                    |
| \$61  | \$45.75                    |
| \$66  | \$49.50                    |
| \$71  | \$53.25                    |

Looking for the foreign and outside the continental United States (OCONUS) breakdown chart? Visit [FTR Appendix B](#). (Note: Appendix B breakdowns do not apply to any locations in the continental United States; use the chart listed above.)

The shortcut to this page is [www.gsa.gov/mie](http://www.gsa.gov/mie).

Last Reviewed 2014-10-15

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**QUESTIONS:**  
For all travel policy questions, email [travelpolicy@gsa.gov](mailto:travelpolicy@gsa.gov).



- RELATED GSA TOPICS**
- State Tax Exemption Forms
  - FedRooms®
  - Travel E-mail Notification
  - POV Mileage Reimbursement Rates

- GOVERNMENT LINKS**
- Fire Safety Information



U.S. General Services Administration



Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

# FY 2015 Per Diem Rates for ZIP 32821

(October 2014 - September 2015)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City  OR Enter your ZIP Code

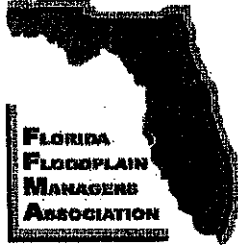
- ADDITIONAL PER DIEM TOPICS**
- Meals & Incidental Expenses Breakdown (M&IE)
  - FAOs
  - State Tax Exemption Forms
  - Factors Influencing Lodging Rates
  - FY 2014 Per Diem Highlights
  - Fire Safe Hotels
  - Have a Per diem Question?
  - Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACCO\) website](#) (a non-federal website).

The following rates apply for **32821**

| Primary Destination* (1) | County (2, 3) | Max lodging by Month (excluding taxes) |     |     |     |     |     |      |     |     |     |     |     | Meals & Inc. Exp.** |
|--------------------------|---------------|--|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|-----|---------------------|
|                          |               | 2014                                   |     |     |     |     |     | 2015 |     |     |     |     |     |                     |
|                          |               | Oct                                    | Nov | Dec | Jan | Feb | Mar | Apr  | May | Jun | Jul | Aug | Sep |                     |
| Orlando                  | Orange        | 115                                    | 115 | 115 | 115 | 115 | 115 | 115  | 115 | 115 | 115 | 115 | 115 | 56                  |

\* NOTE: Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.  
 \*\* Meals and Incidental Expenses, see [Breakdown of M&IE Expenses](#) for important information on first and last days of travel.



# Florida Floodplain Managers Association

FLORIDA CHAPTER OF THE ASSOCIATION OF STATE FLOODPLAIN MANAGERS



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- Breaking News
- Conferences and Events
- Donations

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Home Events 2015 Annual Conference-Registration

## Events - Event View

This is the "Event Detail" view, showing all available information for this event. If registration is required or recommended, click the "Register Now" button to start the process. If this event has passed, click the "Event Report" button to read a report and view photos that were uploaded.

[Return to Grid View](#)

[Today](#)

### 2015 Annual Conference-Registration

When: Wednesday, Apr 15, 2015 to Friday, Apr 17, 2015  
 Where: Orlando World Center Marriott  
 8701 World Center Drive  
 Orlando, FL 32821



[Register Now](#)

Contact: Christine A Mehle  
 470-891-3771  
 cmehlefood@outlook.com

[Add to my calendar](#)

Category: FFMA Annual Conference

Registration: Required  
 Payment: Payment In Advance Or At Event

### Our Mission

"Providing leadership in floodplain management to reduce risk and loss caused by flood"

If you will be paying with a check, please mail your invoice and payment to the following address:

Florida Floodplain Managers Association  
 P.O. Box 21243  
 Tampa, FL 33622

Activities/Items (Click the down-arrow to the left of the activity/item to view the details)

#### 2015 Conference Registration-Full Conference

Details: Registration fees for the 2015 FFMA Conference includes access to all workshops, technical and plenary sessions, lunch, and social events for the entire conference. Fees for CFM exam are additional. Early bird registration ends January 18, 2015. Prices increase by \$25 after this date.

When: Wednesday, Apr 15, 2015, 8:00 AM to 5:00 PM  
 Where: Same as event  
 Registration: Required

Registrants & Fees:

| Registrant          | Fee       | Fee After 1/31/2015 |
|---------------------|-----------|---------------------|
| Online - Member     | \$ 359.00 | \$ 375.00           |
| Online - Non-Member | \$ 425.00 | \$ 450.00           |

- 2015 Conference Registration-Single Day-Wednesday
- 2015 Conference Registration-Single Day-Thursday
- 2015 Conference Registration-Single Day-Friday
- 2015 Conference Registration-ICPR Training (Additional Fee Applies)
- 2015 Conference Registration-Floodplain Managers Review Course (Additional Fee Applies)
- ASFPM Certified Floodplain Manager (CFM) Exam (Separate Fee Applies)
- 2015 Conference Registration-Orlando Wetlands Park Tour
- 2015 Conference Registration-SE Lakes Basin Tour

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Powered By

Event: 2015 Annual Conference-Registration  
When: Wednesday, Apr 15, 2015 to Friday, Apr 17, 2015  
Where: Orlando World Center Marriott  
8701 World Center Drive  
Orlando, FL  
Contact: Christine A Mehle  
470-991-3771  
[cmehlefood@outlook.com](mailto:cmehlefood@outlook.com)  
Payment: Payment In Advance Or At Event

Registrant Information  
Primary Registrant: Eleanor Norena

Activity/Item Information

| Activity/Item   | Registrant/Fee          |
|---|-------------------------|
| 2016 Conference Registration-Full Conference<br>When: Wednesday, Apr 15, 2015, 8:00 AM to 5:00 PM<br>Where: Same as event | Eleanor Norena \$360.00 |
| <b>Total: \$350.00</b>  |                         |

Payment Information

You may pay for this registration in advance or at the event. Please make your selection below and click the "Complete Registration" button to reserve your place. If you elect to pay in advance, you will see the Payment page. Depending on which options this organization has configured, you may be able to pay with a credit card online or print an invoice and pay with a check.  Pay in advance  Pay at event

**Check-in:** 13-Apr-2015 (Check-in time: 3:00 PM)  
**Check-out:** 17-Apr-2015 (Check-out time: 11:00 AM)  
**Room type:** Standard Room  
**Number of rooms:** 1  
**Guests per room:** 1  
**Guest name:** Eleanor Norena  
**Reservation confirmed:** 22-Jan-2015  
**Guarantee method:** Credit Card

| Summary of Room Charges  | Cost per night per room (USD)   |
|--|---|
| 13-Apr-2015 - 17-Apr-2015  | 159.00  |
| Estimated taxes and fees   | Room Rates shown do not include 12.50% Hotel Room Tax (subject to change). Total room charges will include all room fees and taxes. |
| <b>Total for stay (for all rooms) not including applicable taxes/fees</b>  | <b>636.00</b>   |
| Orlando World Center Marriott will make every effort to accommodate the below requests, however they are not guaranteed. <ul style="list-style-type: none"> <li>• ++1/22 : Arrival date status is :: Arrival date changed. --</li> </ul> |   |

### Canceling your Reservation

Cancellations made within 72 hours of arrival will forfeit one night's room and tax.

You may modify or cancel your reservation [here](#) or call 1-888-789-3090 in the US and Canada. Elsewhere, call 1-407-238-8618. Contact us if you have any questions about your reservation.

### Additional Fees that may apply:

You have two options for parking at our hotel and that is Valet Parking at \$26.63 per night or Self Parking at \$15.98 per night. If you are parking a car at the hotel these are your only two options.

We offer a resort fee that is optional to our group guests. The fee is \$20.00 per night and includes basic in-room internet, local and domestic long distance calls, two bottles of water daily, complimentary Disney shuttle and children 12 and under eat free in Solaris during the breakfast hour only.

### Travel Alerts

Please Note: All Marriott hotels in the USA and Canada, are committed to a smoke-free policy.

[Learn More](#)

### Internet Privacy, Authenticity

Your privacy is important to us. [Please visit our Internet Privacy Statement for full details.](#) This email confirmation is an auto-generated message. Replies to automated messages are not monitored.

This email was sent by Passkey International, Inc.  
 On behalf of:  
 Orlando World Center Marriott



Enterprise Plus

Emerald Club

Reservation Summary

80% Complete

Location Details [change](#)

Pick Up Location  
801 S FEDERAL HIGHWAY  
DANIA, FL 33004-4374  
Tel.: (954) 922-2311  
We'll Pick You Up.™

Dates & Times [change](#)

Pick Up  
Apr 13, 2015 @ Noon

Return  
Apr 18, 2015 @ Noon

Vehicle Class [change](#)  
Standard

Renter's Age [change](#)  
25 and Up

Renter's Information  
(not yet entered)

Method of Payment  
Pay Later

Vehicle Details

Selected Vehicle



Standard

Chrysler 200 or similar  
2 or 4 doors  
Automatic Transmission  
Air Conditioning  
AM/FM CD Player  
Room to seat 5 passengers

View other Vehicle Classes:  
[<< All Classes >>](#)

Mileage Restrictions

MILEAGE IS UNLIMITED WITHIN FLORIDA. IF TRAVELING OUTSIDE OF FLORIDA, MILEAGE IS LIMITED TO 150/DAY, 1000/WK, AND 3500/MONTH AND \$.25/MILE FOR EACH ADDITIONAL MILE, FOR THE ENTIRE RENTAL.

Additional surcharges, local taxes, etc. may apply.

[Start over](#)

Our Pick-Up Policy:

Need a ride from your place to our place? We'll Pick You Up.™ Book online now, then call your rental office at Tel.: (954) 922-2311 for details about our pick-up service. (Geographic restrictions apply)  
[Back To Top](#)

Your Dates and Times

Start: Apr 13, 2015, Noon  
End: Apr 18, 2015, Noon

Pay Later Price Quote

|                               |               |
|-------------------------------|---------------|
| 1 Week @ \$ 209.99 USD        | \$ 209.99 USD |
| VEHICLE LICENSE FEE RECOVERY  | \$ 3.45 USD   |
| 2.00/DAY RENTAL CAR SURCHARGE | \$ 10.00 USD  |
| .02/DAY TIRE & BATTERY FEE    | \$ 0.10 USD   |
| Subtotal                      | \$ 223.54 USD |
| SALES TAX                     | \$ 13.42 USD  |
| <hr/>                         |               |
| * Total Charges:              | \$ 236.96 USD |





**Toll Calculator**

**Payment Type**  
 SunPass  Cash  TOLL-BY-PLATE

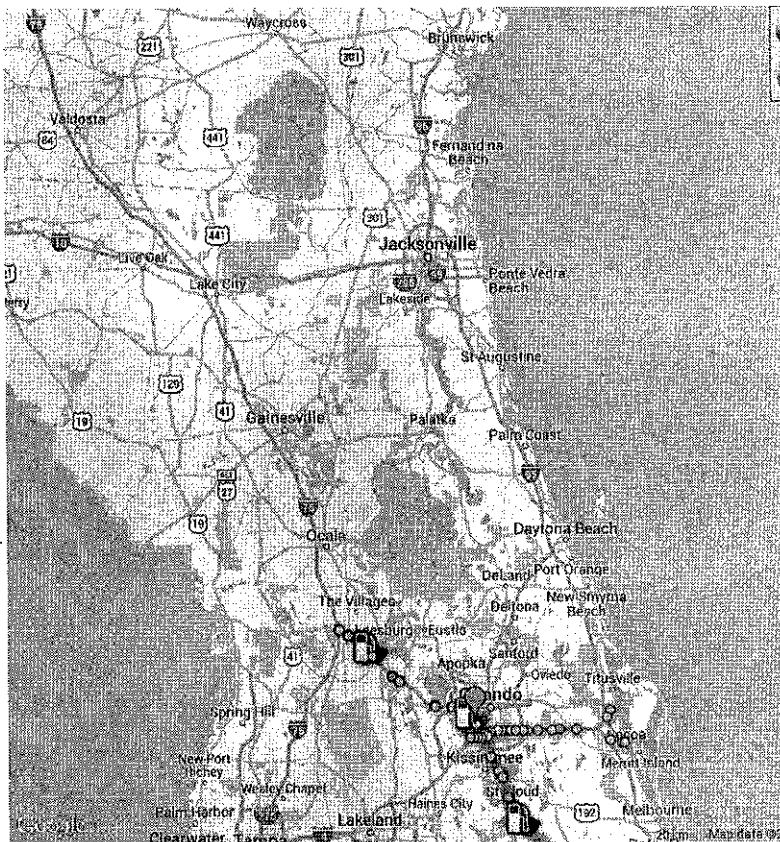
**Axle Count**  
 2  3  4  5  6  7  8

**Route Detail**  
 Start Point: Griffin Rd. - \$0.26  
 Cypress Creek Toll Plaza - \$1.04  
 Lantana Plaza - \$0.00  
 Three Lakes Plaza - \$12.02  
 End Point: Orlando (I-4) - \$0.00  
 (205.86 miles)

**Trip Cost: \$13.32**

Payment Options  
 Toll Violation Info  
 Construction Info  
 Toll Calculator Instructions

**Supported Browsers**  
 IE10 or older, Firefox and Chrome  
 IE11 may require adjustments to the compatibility settings



**Map Legend**

- Interchange
- Mainline Toll Point
- Service Plaza

Toll rates effective as of July 1, 2014  
 SunPass, the Florida Department of Transportation's innovative Prepaid Toll Program, will help you save time and money when driving on our toll roads.  
 Florida Turnpike Information 1-800.749.PIKE(7453)