

**1353 Travel Report for U.S. Small Business Administration, [REPLACE WITH SUB-AGENCY NAME] for the reporting period [MARK REPORTING PERIOD]**

**SEMIANNUAL REPORT OF PAYMENTS ACCEPTED FROM A NON-FEDERAL SOURCE**

PAGE	OF PAGES	YEAR
1	4	2011

This report implements 31 U.S.C. § 1353. It does not supersede other reports that may have to be filed when travel expenses are accepted under other authority. For definitions and policies, see 41 CFR part 304-1.

**U.S. Small Business Administration**

[REPLACE WITH SUB-AGENCY NAME]

**Agency Contact:** Susan Sundberg      Susan.Sundberg@sba.gov

**REPORTING PERIOD:**  
OCTOBER 1,  
2010- MARCH

**REPORTING PERIOD:** APRIL  
1 - SEPTEMBER  
30, 2011

**NEGATIVE  
REPORT**

No.	TRAVELER	EVENT DESCRIPTION & EVENT SPONSOR	EVENT DATE(S) [MM/DD/YYYY-MM/DD/YYYY]:	LOCATION AND TRAVEL DATE(S) [MM/DD/YYYY-MM/DD/YYYY]	BENEFIT SOURCE	BENEFIT DESCRIPTION	PAYMENT BY CHECK	PAYMENT IN-KIND	TOTAL AMOUNT
EX	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE</b> [MM/DD/YYYY]	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>  Asia Pacific Forum Pacific Rim Foundation	Hotel		X	\$280
	John Smith	Conference on Asia-Pacific Relations	8/11/2011	San Francisco, CA		Air Transportation	X		\$825
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE</b> [MM/DD/YYYY]	<b>TRAVEL DATE(S)</b>		Meals		X	\$120
	Secretary	Asia-Pacific Forum	8/12/2011	8/11/2011-8/13/2011					
1	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE</b> [MM/DD/YYYY]	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>  OECD	Air Transportation		X	\$9,146.00
	Ginger Lew	OECD Meeting of the Ministers of Social Policy	5/3/2011	Paris, France		Lodging		X	\$666.00
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE</b> [MM/DD/YYYY]	<b>TRAVEL DATE(S)</b>					
	Senior Advisor	Organization for Economic Cooperation & Development (OECD)	5/3/2011	5/1/2011 - 5/4/2011					
2	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE</b> [MM/DD/YYYY]	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>  University of Wisconsin Stevens Point - Office of Continuing Education	Air Transportation , Taxi & Baggage	X		\$1,272.79
	Frank Pucci	2011 Wisconsin Lender's Conference	5/18/2011	Wisconsin Dells, WI		Hotel		X	\$204.00
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE</b> [MM/DD/YYYY]	<b>TRAVEL DATE(S)</b>		Meals	X		\$91.50
	Center Director	University of WI, Stevens Point	5/20/2011	5/18/2011- 5/20/2011					
	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE</b> [MM/DD/YYYY]	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>	Hotel		X	\$204.00
	Becky Freud	2011 Wisconsin Lender's Conference	5/18/2011	Wisconsin Dells, WI	University of Wisconsin Stevens Point - Office of				

No.	TRAVELER	EVENT DESCRIPTION & EVENT SPONSOR	EVENT DATE(S) [MM/DD/YYYY-MM/DD/YYYY]:	LOCATION AND TRAVEL DATE(S) [MM/DD/YYYY-MM/DD/YYYY]	BENEFIT SOURCE	BENEFIT DESCRIPTION	PAYMENT BY CHECK	PAYMENT IN-KIND	TOTAL AMOUNT
3	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)		Meals	X		\$60.00
	Business Development Specialist	University of WI, Stevens Point	5/20/2011	5/18/2011 - 5/20/2011		Mileage	X		\$58.00
4	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	University of Wisconsin Stevens Point - Office on	Hotel		X	\$204.00
	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)		Meals	X		\$91.50
	Business Development Sepcialist	University of WI, Stevens Point	5/20/2011	5/18/2011 - 5/20/2011		Mileage	X		\$124.83
5	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	University of Wisconsin Stevens Point - Office of	Hotel		X	\$204.00
	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)		Meals	X		\$91.50
	Lead Business Development Specialist	University of WI, Stevens Point	5/20/2011	5/18/2011 - 5/20/2011		Mileage	X		\$138.21
6	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	University of Wisconsin Stevens Point - Office of	Hotel		X	\$204.00
	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)		Meals	X		\$61.00
	Supervisor, Business Development Specialist	University of WI, Stevens Point	5/20/2011	5/18/2011 - 5/20/2011		Mileage	X		\$61.40
7	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	University of Wisconsin Stevens Point - Office of	Hotel		X	\$204.00
	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)		Meals	X		\$137.50
	Financial Analyst	University of WI, Stevens Point	5/20/2011	5/18/2011 - 5/20/2011		Air Transportation, Taxi, and Baggage	X		\$335.39
8	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	National Academies of Science	Air Transportation		X	\$2,051.09

No.	TRAVELER	EVENT DESCRIPTION & EVENT SPONSOR	EVENT DATE(S) [MM/DD/YYYY-MM/DD/YYYY]:	LOCATION AND TRAVEL DATE(S) [MM/DD/YYYY-MM/DD/YYYY]	BENEFIT SOURCE	BENEFIT DESCRIPTION	PAYMENT BY CHECK	PAYMENT IN-KIND	TOTAL AMOUNT
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE [MM/DD/YYYY]</b>	<b>TRAVEL DATE(S)</b>		Hotel		X	\$888.00
	Senior advisor	National Academies of Science	5/25/2011	5/22/2011 - 5/26/2011					
9	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE [MM/DD/YYYY]</b>	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>				
	Edwin I. Joe	Conference and Awards Presentation on Business Opportunities	5/23/2011	Los Angeles, CA	Pan Asian American Chamber of Commerce	Confrence Fee & Meals		X	\$675.00
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE [MM/DD/YYYY]</b>	<b>TRAVEL DATE(S)</b>		Hotel		X	\$465.32
	Attorney, San Francisco District Office	U.S. Pan Asian American Chamber of Commerce	5/26/2011	5/23/2011 - 5/26/2011		Transportation		X	\$426.40
10	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE [MM/DD/YYYY]</b>	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>				
	Eric S. Benderson	Semi-annual Meeting of the Envriornmental Bankers Association	6/12/2011	Stowe, Vermont	Environmental Bankers Association	Air Transportation & Baggage Fee		X	\$435.00
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE [MM/DD/YYYY]</b>	<b>TRAVEL DATE(S)</b>		Hotel & Parking		X	\$176.00
	Associate General Counsel	Envirnmental Bankers Association	6/14/2011	6/12/2011 - 6/14/2011		Meals		X	\$34.78
11	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE [MM/DD/YYYY]</b>	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>				
	Marie Johns	Panel - What Matters in Our Community	7/2/2011	New Orleans, LA	CNN	Air Transportation		X	\$880.40
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE [MM/DD/YYYY]</b>	<b>TRAVEL DATE(S)</b>		Hotel		X	\$392
	Deputy Administrator	CNN	7/2/2011	7/1/2011 - 7/3/2011					
12	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE [MM/DD/YYYY]</b>	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>				
	Giuseppe Gramigna	Conference on Local and Regional Strategies to Relaunch Economic and Employment Development	7/8/2011	Trento, Italy	LEED Programme of the Organization for Economic Cooperation and Development (OECD)	Air Transportation and Taxi		X	\$2,902.00
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE [MM/DD/YYYY]</b>	<b>TRAVEL DATE(S)</b>		Meals		X	\$40.00
	Chief Economist	Organization for Economic Cooperation & Development (OECD)	7/8/2011	7/5/2011 - 7/9/2011		Hotel		X	\$330.00