**FY 2018 Conference Spending *(reported May 2, 2019)***

HUD has implemented a departmental conference review, approval, and reporting process to ensure that appropriated funds are spent properly relative to our essential mission. Managers throughout the department are thoroughly evaluating ways to leverage technology when possible and maximize the benefit from the expenditures on conferences and travel. To this end, HUD has also increased the use of webcasts and online trainings in place of in-person conferences and meetings.

HUD’s conference process includes input from within HUD and from our constituents on the required training and information exchange that is best accomplished in-person.  With proper internal controls, HUD’s leadership is confident that we will continue to be good stewards of the resources entrusted to us.

On June 15, 2017, the Office of Management and Budget (OMB) issued Memorandum-17-26 “Reducing Burden for Federal Agencies by Rescinding and Modifying OMB Memoranda” As required by M-17-26, HUD is reporting on each conference sponsored by HUD during the prior fiscal year (FY) where US Government appropriated funds were expended in excess of $100,000.

**Conferences in excess of $500,000**

During the fiscal year ended September 30, 2018 (FY 2018), HUD did not sponsor any conferences which expended appropriated federal funds in excess of $500,000.

**Conferences in excess of $100,000**

Two conferences sponsored by HUD during FY 2018 incurred the expenditure of appropriated funds in excess of $100,000.  The following information is presented, per the guidance in M-17-08, for each of these conferences:

* sponsoring HUD program office
* conference name
* location
* date
* total number of individuals whose travel expenses or other conference expenses were paid by HUD
* total conference expenses incurred
* brief explanation how the conference advanced HUD’s mission

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| **Listing of FY 2018 HUD-sponsored Conferences Over $100k** |
| **Program Office**The link to each program office home page is provided below | **Conference (Name, Location and Date)** | **Number of Payees** | **Total Conference Expenses** | **How the Conference Advanced the Mission of the Agency** |
| [**Office of Community Planning and Development (CPD)**](https://www.hud.gov/program_offices/comm_planning) | 2018 Spring Technical Assistance Provider InstituteLocation:Washington, DCDates:May 1-2, 2018 | 79 | $214,837 | HUD’s Technical Assistance (TA) providers help our grantees to improve the management of their HUD-funded programs. At the 2018 Spring Technical Provider Institute, our TA providers came together to: obtain an in-depth understanding of HUD’s programmatic priorities and initiatives; improve their ability to communicate these topics to HUD’s recipients through direct technical assistance, product development, tools, and training; and, discuss innovative technical assistance delivery models with their colleagues. This exchange of information advanced the department’s mission by enabling HUD’s TA providers to improve the design and delivery of the technical assistance available for our grantees. |
| [**Office of Lead Hazard Control and Healthy Homes (OLHCHH)**](https://www.hud.gov/program_offices/healthy_homes) | HUD’s 2018 National Healthy Homes ConferenceLocation:Anaheim, CADate:June 25-28, 2018 | 20 | $200,000 | HUD’s 2018 National Healthy Homes Conference was vital to furthering HUD’s mission of ensuring that families reside in safe, decent, and sanitary housing; and, reducing injuries and harm from housing-related health hazards which are costly and unnecessary. Participants chose from more than 150 educational sessions and workshops giving attendees opportunities to share best practices and learn from experts committed to improving their communities.  |

HUD's executive team continues to be personally involved in the review and approval of HUD-sponsored conferences. In October of 2011 HUD implemented M-11-35 and on January 23, 2014 the Deputy Secretary certified that the system of internal controls required by this memorandum was in place.

In each program and administrative office, the Senior Official (Assistant Secretary or equivalent) authorized any HUD-sponsored conference over $50k. The Second-most Senior Official (General Deputy Assistant Secretary (GDAS) or equivalent) authorized any HUD-sponsored conference over $20k. For those HUD-sponsored greater than $100k, these office executives also requested two additional approvals from the Chief Financial Officer and the Deputy Secretary. The Office of the Chief Financial Officer served as the single channel for both these approvals and reporting. Conferences are an important component of our mission critical activity.  Through these efforts we continue to reduce spending and properly prioritize the limited funding available.