



Per Diem Chart – Contiguous United States

In-State			
Departure Day	Interim Days	Return Day	Specific Meal Rates
Before noon \$26	\$26	Before 8 a.m. \$0	Breakfast \$6.50
Noon - 4:30 p.m. \$13		8 a.m. - Noon \$13	Lunch \$6.50
After 4:30 p.m. \$0		After noon \$26	Dinner \$13
Out-of-State			
Departure Day	Interim Days	Return Day	Specific Meal Rates
Before noon \$32	\$32	Before 8 a.m. \$0	Breakfast \$8
Noon - 4:30 p.m. \$16		8 a.m. - Noon \$16	Lunch \$8
After 4:30 p.m. \$0		After noon \$32	Dinner \$16

Rates are based on where lodging is obtained for the evening.

Meal Rates

25% of daily per diem rate = Breakfast

25% of daily per diem rate = Lunch

50% of daily per diem rate = Dinner

Same-Day Per Diem Rate

Same-Day per diem rate is not available. An overnight stay is required to claim per diem due to IRS regulations.

Other Per Diem Rates

Non-contiguous U.S. and other Countries are at the daily rates listed below with the same departure and return times listed in the abovementioned chart.

Alaska, Hawaii, and U.S. Territories/Possessions	\$50
China, France, Germany, the Netherlands, Singapore, and the United Kingdom	\$65
Korea and Taiwan	\$85
Japan	\$90
All other Countries	\$50

Meals Provided Deduction

The University must not pay for a person’s meal more than once. This includes, but is not limited to, meals included in registration fees or by hotels in the room charge. If a person in travel status received a meal without charge, then the meal rate must be reduced from the daily per diem allowance. However, no deductions will be taken for continental breakfasts or meals served on airplanes.