



SUBSISTENCE SUMMARY

Lodging, Meals & Incidentals Reimbursement Caps & Receipt Requirements February 2016

	Less Than 30 Days With Overnight Stay	30 Days Or More	In Excess Of One Year
48 Continental United States Daily M&IE: Lodging:	Actual meal expenses up to \$55/day plus up to \$7/day incidental expenses allowance Actual lodging up to \$275/night, excluding taxes Receipts required	Maximum Meals and Lodging Per Diem determined by Authorized Approver cannot exceed Federal Per Diem for area. No receipts required.	Per Diem up to 150% of 30-day per diem. No receipts required
Alaska, Hawaii and the U.S. Possessions Daily M&IE: Lodging:	Published Federal Government Per Diem for specific location. Restriction for General Fund: Allowance is set at \$55/day plus up to \$7/day Incidentals Actual lodging up to \$275/night, excluding taxes Receipts required	Maximum Meals and Lodging Per Diem determined by Authorized Approver cannot exceed Federal Per Diem for area. No receipts required	Per Diem up to 150% of 30-day per diem. No receipts required
International Daily M&IE and Lodging:	Published Federal Government Per Diem for specific location – Restriction for General Fund: Allowance is set at \$55/day plus up to \$7/day Incidentals	Maximum Per Diem determined by Authorized Approved cannot exceed Federal Per Diem for area. No receipts required	Per Diem up to 150% of 30-day per diem. No receipts required
Non-Commercial Facility Daily Lodging Expenses	Actual expenses up to 100% of Published Federal Government Per Diem for specific location. Receipts required for all non-international travel	Maximum Per Diem determined by Authorized Approver cannot exceed Federal per diem for specific location. No receipts required	Per Diem up to 150% of 30-day per diem. No receipts required