




MEMORANDUM

TO: Deans, Directors, and Department Heads
 FROM: Lori Johnson, University Controller 
 SUBJECT: New Travel Subsistence Rates
 DATE: June 27, 2019

Effective July 1, 2019, the Office of State Budget and Management will increase the per diem subsistence rates for in-state and out-of-state travel.

The following list details the daily per diem subsistence reimbursement amounts for travel effective July 1, 2019. The new rates apply to travel dates on or after July 1, 2019.

	<u>In-State</u>	<u>Out-of-State</u>	<u>Out-of-Country</u>
Breakfast	\$ 8.60	\$ 8.60	\$ 8.60
Lunch	\$ 11.30	\$ 11.30	\$ 11.30
Dinner	\$ 19.50	\$ 22.20	\$ 22.20
Lodging	<u>\$ 75.10</u>	<u>\$ 88.70</u>	<u>\$ 88.70</u>
Total	\$114.50	\$130.80	\$130.80

These changes will be updated in the Travel Center and Travel Guidelines - Travel Requirements for University Employees section on the Controller's Office website.

If you have any questions, please contact Kim Kelley at 515-7132 or Kim_Kelley@ncsu.edu

cc: Mary Peloquin-Dodd, Interim Vice Chancellor, Finance and Administration