

The Ledger

A Newsletter of the University Controller's Organization

Website: <http://www.controller.vt.edu>

Vol. E, No. 142

October 1, 2018

Lodging and M&IE Rate Changes

Effective October 1, 2018, default CONUS (Continental United States) lodging and M&IE rates have been updated by the United States GSA (General Services Administration). As a result, university travel lodging and M&IE rates will be adjusted in accordance with policy.

The standard lodging rate increased from \$93 to \$94. The standard M&IE rate increased from \$51 to \$55. All six tiers for M&IE rates changed for FY19. The new rates for FY19 are:

M&IE Total	\$55	\$56	\$61	\$66	\$71	\$76
Continental Breakfast/Breakfast	\$13	\$13	\$14	\$16	\$17	\$18
Lunch	\$14	\$15	\$16	\$17	\$18	\$19
Dinner	\$23	\$23	\$26	\$28	\$31	\$34
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5
First & Last Day of Travel*	\$41.25	\$42.00	\$45.75	\$49.50	\$53.25	\$57.00

The following localities will move to the standard rates for lodging and M&IE:

Destination/State

Shelby County, AL
Little Rock, AR
Kings County, CA
Bond/Calhoun/Clinton/Jersey/Macoupin/Madison/Monroe Counties, IL
Plaquemines/St. Bernard Parishes, LA
Leelanau County, MI
Crawford/Franklin/Jefferson/Lincoln/Warren/Washington Counties, MO
Butte, MT
Glendive/Sidney, MT
Williston, ND
Sullivan County, NH
Las Cruces, NM
Seneca/Tioga Counties, NY
Huron/Darke Counties, OH
Washington County, RI
Butte/Mead Counties, SD
Greene County, VA
Warrenton, VA
Franklin/Addison Counties, VT
Wheeling, WV
Uinta County, WY

In fiscal year (FY) 2019, there are 325 Non-Standard Areas (NSAs) that have per diem rates higher than the standard CONUS rate of \$94 lodging and \$55 M&IE. The NSAs M&IE rates range from \$56 - \$76 in FY19.

Marietta, GA rates increased from \$93 lodging to \$116 and \$51 M&IE to \$61.

Blacksburg (Montgomery County), VA now has seasonal rates:

October 1, 2018 thru June 30, 2019 - \$98 lodging and \$56 M&IE

July 1, 2019 thru September 30, 2019 - \$117 lodging and \$56 M&IE

For additional details, visit <https://www.gsa.gov/travel/plan-book/per-diem-rates> or [procedure P20335r](#) on the Controller's office website

If you have created Travel Authorizations in the Banner Travel & Expense Management (TEM) system prior to October 1, 2018, for travel that will occur after October 1, 2018, be sure to use the recalculate per diem function in the TEM system when you generate your expense report to obtain the new rates effective October 1, 2018.

If you have any questions regarding these matters, please contact Lynn Meadows, Travel Supervisor at 231-8551 (dlynnm06@vt.edu).