

TRAVEL REIMBURSEMENT RATES

Prepared for PSAPs and County Coordinators

**Fiscal Year 2017 - 2018**

(July 1, 2017 - June 30, 2018)

MEALS & INCIDENTALS ~ MILEAGE ~ TRANSPORTATION ~ LODGING

MEALS & INCIDENTALS	
Per Diem	RATE
Breakfast	\$ 7
Lunch	\$ 11
Dinner	\$ 23
Incidentals	\$ 5

MILEAGE	
Per Mile	RATE
1/1/2018	.535 Cents

TRANSPORTATION	
	RATE
Air	Actual Expense
Bus	Actual Expense
Parking	Actual Expense
Railway	Actual Expense
Rental Car	Actual Expense
Taxi	Actual Expense
Tolls	Actual Expense

PER NIGHT

LODGING RATES

The State will reimburse actual lodging expenses for all Counties/Cities located in California up to the State rate of **\$90** (plus tax and fees) with the exception of the following Counties/Cities listed below. *Receipts Required*

COUNTY	Up to: STATE RATE	COUNTY	Up to: STATE RATE
Alameda	\$ 140	Sacramento	\$ 95
Los Angeles - <i>Excluding Santa Monica</i>	\$ 120	San Diego	\$ 125
Los Angeles - Santa Monica	\$ 150	San Francisco	\$ 250
Monterey	\$ 125	San Mateo	\$ 140
Napa	\$ 95	Santa Clara	\$ 140
Orange	\$ 120	Ventura	\$ 120
Riverside	\$ 95		

Lodging for pre-approved non-State sponsored conferences:

The State will reimburse receipted lodging in excess of the State rate when the lodging rate is contracted by the sponsor for the event.

See page 2 for Annual Training Allotment eligible lodging reimbursements.

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MEALS & INCIDENTALS ~ MILEAGE ~ TRANSPORTATION ~ LODGING**Pre-approved training/meeting: CalNENA Fall Meeting, 11/3/2017**

Eligible lodging reimbursement has two scenarios:

1. If lodging was at the hotel in which CALNENA negotiated the rate, then, the reimbursement rate would be up to that rate (plus tax and fees); **Or**
2. If lodging occurred in Cathedral City, then the reimbursement rate would be up to the State rate.

CALNENA negotiated rate: At the Doubletree by Hilton – Golf Resort Palm Springs	<u>Or</u>	<i>Up to:</i> STATE RATE
\$ 131.00		\$ 95

Pre-approved training/meeting: CalNENA MCTE, 2/26 – 3/1/2018

Eligible lodging reimbursement has two scenarios:

1. If lodging was at the hotel in which CALNENA negotiated the rate, then, the reimbursement rate would be up to that rate (plus tax and fees); **Or**
2. If lodging occurred in San Diego, then the reimbursement rate would be up to the State rate.

CALNENA negotiated rate: At the Hyatt Regency – La Jolla	<u>Or</u>	<i>Up to:</i> STATE RATE
\$ 167.00		\$ 125