

TRAVEL REIMBURSEMENT RATES

Prepared for PSAPs and County Coordinators

Fiscal Year 2016 - 2017

(July 1, 2016 - June 30, 2017)

**MEALS & INCIDENTALS ~ MILEAGE ~ TRANSPORTATION ~ LODGING**

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

MILEAGE	
Per Mile	RATE
1/1/2015	.54 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	\$ 125	Sacramento	\$ 95
Los Angeles - <i>Excluding Santa Monica</i>	\$ 120	San Diego	\$ 125
Los Angeles - Santa Monica	\$ 150	San Francisco	\$ 150
Monterey	\$ 125	San Mateo	\$ 125
Napa	\$ 95	Santa Clara	\$ 125
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, 10/19/2016**

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 Ontario, then the reimbursement rate would be up to the State rate.

CALNENA negotiated rate: At the Doubletree by Hilton – Ontario Airport	<u>Or</u>	<i>Up to:</i> STATE RATE
\$119.00		<i>\$90.00</i>

Pre-approved training/meeting: CALNENA Mission Critical, 2/27/17 – 3/2/17

Eligible lodging reimbursement has two scenarios:

3. 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**
4. 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 – San Diego	<u>Or</u>	<i>Up to:</i> STATE RATE
\$162.00		<i>\$125.00</i>

Pre-approved training/meeting: CALNENA Spring Meeting, 5/4/17

Eligible lodging reimbursement has two scenarios:

5. 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**
6. If lodging occurred in Monterey, then the reimbursement rate would be up to the State rate.

CALNENA negotiated rate: At the Monterey Tides – Monterey	<u>Or</u>	<i>Up to:</i> STATE RATE
\$125.00		<i>\$125.00</i>