

July 16, 2015

**MEMORANDUM**

TO: Deans, Directors, and Department Heads

FROM: Heidi Kozlowski, Interim Controller, Office of the University Controller 

SUBJECT: New Travel Subsistence Rates

Effective July 1, 2015, the Office of State Budget and Management has increased 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, 2015. The new rates apply to travel dates on or after July 1, 2015.

	<u>In-State</u>	<u>Out-of-State</u>	<u>Out-of-Country</u>
Breakfast	\$8.30	\$8.30	\$8.30
Lunch	\$10.90	\$10.90	\$10.90
Dinner	\$18.70	\$21.30	\$21.30
Lodging	<u>\$67.30</u>	<u>\$79.50</u>	<u>\$79.50</u>
Total	\$105.20	\$120.00	\$120.00

The per diem subsistence rates have been updated in the Travel System.

If you have any questions, please contact Kim Kelley at 515-7132 or [Kim\\_Kelley@ncsu.edu](mailto:Kim_Kelley@ncsu.edu).

cc: Steve Keto, Associate Vice Chancellor for Finance and Resource Management  
College and Division Business Leads