



October 16, 2015

TO: Texas A&M AgriLife Business/Travel Contacts

SUBJECT: FY 2016 Travel Reimbursement Rates - State Funds

Please forward to appropriate faculty & staff.

The State of Texas Comptroller's Office has announced the following change concerning In-State & Out of State Meals & Lodging:

Refer to the GSA's federal Domestic Maximum Per Diem Rates, effective Oct. 1, 2015.

If the city is not listed, but the county is listed, use the rate of the county.

For areas not listed (city or county), the rates are:

- Lodging In-State: up to \$85
- Lodging Out-of-State: up to \$83 (Sept. 1, 2014–Sept. 30, 2015)
- Lodging Out-of-State: up to \$89 (Oct. 1, 2015 – Aug. 31, 2016)
- Meals In-State/Out-of-State: up to \$46 (Sept. 1, 2014–Sept. 30, 2015)
- Meals In-State/Out-of-State: up to \$51 (Oct. 1, 2015 – Aug. 31, 2016)

For questions, please contact: Gwen Cortez at (979) 845-4748 or gwenc@tamu.edu , Jay Avila at (979) 845-6147 or jay.avila@ag.tamu.edu, or Jenny Green at (979) 458-1754 or jkgreen@ag.tamu.edu

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