

Division of Financial Services

Travel Update

Date: July 2, 2014

Subject: Fiscal Year 2015 Travel Rates

2015 Fiscal Year Travel Rates

The Fiscal Year 2015 Travel Rates have been released by the State of Kansas. The **Mileage Rates** are as follows (K.S.A. 75-3203a):

\$0.56 per mile for privately owned automobiles

\$0.53 per mile for privately owned motorcycle

\$1.31 per mile for privately owned airplane (based on air miles)

The 2015 Fiscal Year **Subsistence Rates** are as listed below (K.S.A. 75-3207a):

Meal Allowance:

	Breakfast	Lunch	Dinner
In-state/Border City	\$9.00	\$12.00	\$25.00
Out-of-State, regular	\$9.00	\$12.00	\$25.00
Out-of-State, high-cost	\$12.00	\$16.00	\$33.00
Out-of-State, special High-Cost	\$14.00	\$19.00	\$38.00
International	\$15.00*^	\$21.00*^	\$33.00*^

*Or actual (with receipts), not to exceed \$127 per day

^Or the allowable meal expense on the U.S. Department of State website for Foreign Per Diem (meals and incidentals) Rates by Location (city, country)

Reduced Meal Allowance:

If the cost of meals is included within the cost of registration fees or the charges are paid by the agency or supplied without cost by another party, the meal allowance should be reduced as shown in the table above.

Lodging Expense Limitations:

	State Rate	150% with Dept. Approval
In-State/Border City	\$83.00	\$124.50
Out-of-State, regular	\$83.00	\$124.50
Out-of-State, high-cost	\$159.00	\$238.50
Out-of-State, special high-cost	\$178.00	\$267.00
International	Actual	Actual
Conference Lodging (Qualified under K.A.R. 1-16-18(e))	Actual	Actual

K.S.A 75 3207a(f) provides that the daily lodging expense limitations established above may be exceeded by the lesser of either: (1) and additional 50% of the applicable lodging expense limitation, or (2) the actual lodging expense incurred.

These lodging limits continue to be applied to the lodging rate before taxes. Thus, the amount reimbursed or paid for lodging expenses may exceed the established lodging limitation by as much as the amount of associated taxes.

Please contact Division of Financial Services Accounts Payable Division with any additional questions.

Thank you,

Memory Buffington
Assistant Director of Accounts Payable
Division of Financial Services
220 Anderson Hall
785-532-6202