

DHS Employees Travel Rates

Effective 07/01/2009

IN-STATE TRAVEL:

PER DIEM	AMOUNT	LEAVE BEFORE	RETURN AFTER	
BREAKFAST	\$5.00	5:31 AM	7:59 AM	No Receipts
LUNCH	\$9.00	11:31 AM	12:59 PM	No Receipts
DINNER	\$12.00	5:31 PM	7:59 PM	No Receipts
	<u>\$26.00</u>			

LODGING	AMOUNT	EFFECTIVE FROM	EFFECTIVE TO	
	\$46.50 + Tax / Day	07/01/2007	Present	Need Receipts
Special Needs	\$100.00 / Day		Present	Need Receipts

OUT-OF-STATE TRAVEL:

PER DIEM	AMOUNT	LEAVE BEFORE	RETURN AFTER	
BREAKFAST	\$8.00	5:31 AM	7:59 AM	No Receipts
LUNCH	\$11.00	11:31 AM	12:59 PM	No Receipts
DINNER	\$17.00	5:31 PM	7:59 PM	No Receipts
	<u>\$36.00</u>			

LODGING	AMOUNT	EFFECTIVE FROM	EFFECTIVE TO	
	\$150.00 + Tax / Day	07/01/1999	Present	Need Receipts
	+ an additional \$100.00 / day with prior approval			

OUT-OF-COUNTRY TRAVEL:

PER DIEM	AMOUNT	LEAVE BEFORE	RETURN AFTER	
BREAKFAST	\$7.00	5:31 AM	7:59 AM	No Receipts
LUNCH	\$18.00	11:31 AM	12:59 PM	No Receipts
DINNER	\$25.00	5:31 PM	7:59 PM	No Receipts
	<u>\$50.00</u>			

LODGING	AMOUNT	EFFECTIVE FROM	EFFECTIVE TO	
	\$150.00 + Tax / Day	07/01/1999	Present	Need Receipts
	+ an additional \$100.00 / day with prior approval			

MILEAGE:

Private Vehicle (w/ approval)		\$0.37 per mile
Private Vehicle		\$0.20 per mile
Private Vehicle (w/ approval)-Special Needs		\$0.49 per mile
Private Piston Single-engine Aircraft		\$1.50 per air mile
Private Piston Multi-engine Aircraft		\$3.00 per air mile
Private Turbo Prop Multi-engine Aircraft	(< 9 seats)	\$3.95 per air mile
Private Turbo Prop Multi-engine Aircraft	(>= 9 seats)	\$5.25 per air mile
Taxi limit is \$5.00 without a receipt.		

STATE AIRCRAFT

Aircraft	Passenger Capacity	Rate
Seneca	4 seat	\$2.50 per air mile
Cessna T206 Stationair	new 7/2009 3 seat	\$2.68 per air mile
King Air 90	7 seat	\$4.05 per air mile
King Air 90 II	7 seat	\$4.05 per air mile
King Air 200	9 seat	\$5.65 per air mile