

**§ 301-11.100**

**41 CFR Ch. 301 (7-1-24 Edition)**

**Subpart B—Lodgings-Plus Per Diem**

**§ 301-11.100 What will I be paid for lodging under Lodgings-plus per diem?**

When travel is more than 12 hours and overnight lodging is required you

are reimbursed your actual lodging cost not to exceed the maximum lodging rate for the TDY location or stopover point.

**§ 301-11.101 What allowance will I be paid for M&IE?**

(a) Except as provided in paragraph (b) of this section, your allowance is as shown in the following table:

When travel is		Your allowance is
More than 12 but less than 24 hours .....	.....	75 percent of the applicable M&IE rate for each calendar day you are in a travel status.
24 hours or more, on .....	The day of departure .....	75 percent of the applicable M&IE rate.
	Full days of travel .....	100 percent of the applicable M&IE rate.
	The last day of travel .....	75 percent of the applicable M&IE rate.

(b) If you travel by ship, either commercial or Government, your agency will determine an appropriate M&IE rate within the applicable maximum rate allowable.

[FTR Amdt. 70, 63 FR 15961, Apr. 1, 1998, as amended by FTR Amdt. 2009-04, 74 FR 16329, Apr. 10, 2009]

**§ 301-11.102 What is the applicable M&IE rate?**

For days of travel which		Your applicable M&IE rate is
Require lodging .....	.....	The M&IE rate applicable for the TDY location or stopover point.
Do not require lodging, and.	Travel is more than 12 hours but less than 24 hours.	The M&IE rate applicable to the TDY site (or the highest M&IE rate applicable when multiple locations are involved).
	Travel is 24 hours or more, and you are traveling to a new TDY site or stopover point at midnight.	The M&IE rate applicable to the new TDY site or stopover point.
	Travel is 24 hours or more, and you are returning to your official station.	The M&IE rate applicable to the previous day of travel.

[FTR Amdt. 70, 63 FR 15961, Apr. 1, 1998, as amended by FTR Amdt. 2007-05, 72 FR 61538, Oct. 31, 2007]

**Subpart C—Reduced Per Diem**

**§ 301-11.200 Under what circumstances may my agency prescribe a reduced per diem rate lower than the prescribed maximum?**

Under the following circumstances:

(a) When your agency can determine in advance that lodging and/or meal costs will be lower than the per diem rate; and

(b) The lowest authorized per diem rate must be stated in your travel authorization in advance of your travel.

**Subpart D—Actual Expense**

**§ 301-11.300 When is actual expense reimbursement warranted?**

When:

(a) Lodging and/or meals are procured at a prearranged place such as a hotel where a meeting, conference or training session is held;

(b) Costs have escalated because of special events (e.g., missile launching periods, sporting events, World's Fair, conventions, natural or manmade disasters); lodging and meal expenses within prescribed allowances cannot be