

August 6, 2014

FEDERAL TRAVEL REGULATION
GSA Per Diem Bulletin FTR 15-01

TO: Heads of Federal Agencies

SUBJECT: Fiscal Year 2015 Maximum Per Diem Reimbursement Rates

1. What is the purpose of this bulletin? The General Services Administration's (GSA) Fiscal Year (FY) 2015 per diem review has resulted in lodging and meal allowance changes for certain locations within the Continental United States (CONUS) to provide for reimbursement of Federal employees' expenses covered by per diem.

This Per Diem Bulletin updates the maximum per diem rates in existing per diem localities, and adds two new non-standard areas (NSAs): Kayenta, AZ (Navajo County), and San Angelo, TX (Tom Green County). Elmore County, ID is now included with the Sun Valley, ID NSA location. The Middlebury, VT (Addison County) NSA has been combined with the Burlington/St. Albans, VT (Chittenden/Franklin Counties) NSA. Finally, the Manhattan NSA has been renamed New York City, which more accurately recognizes that GSA no longer sets rates for individual New York City boroughs as had been done in the past.

The standard CONUS lodging rate will remain unchanged in FY 2015 at \$83. The meals and incidental expense tiers also remain unchanged for FY 2015 and range from \$46-\$71.

2. What is the background of this bulletin? This bulletin, once published on the GSA website, affects a revision of the per diem rates prescribed by GSA's Office of Government-wide Policy (OGP) for CONUS. Notices published periodically in the Federal Register now constitute the only notification of revisions in CONUS per diem rates to agencies other than the changes posted on the GSA website. Per diem rates are published at www.gsa.gov/perdiem as a Federal Travel Regulation (FTR) GSA Per Diem Bulletin.

3. Can agencies authorize actual expense reimbursement if their travelers cannot find rooms at the per diem rates? If per diem rates are insufficient to meet expenses, the FTR permits actual expense reimbursement, pursuant to FTR §§ 301-11.300 through 301-11.306.

4. What is the effective date of this bulletin? This bulletin is effective upon the date of publication, and applies to travel performed on or after October 1, 2014 through September 30, 2015.

5. Whom should I contact for further information? For clarification of content, contact Ms. Jill Denning, OGP, Office of Asset and Transportation Management, at (202) 208-7642 or by e-mail at travelpolicy@gsa.gov. Please cite GSA Per Diem Bulletin FTR 15-01.

By delegation of the Administrator of General Services,

A handwritten signature in black ink, appearing to read 'C. Harada', written over a horizontal line.

Christine J. Harada
Associate Administrator
Office of Government-wide Policy