

Rusk ISD Travel Reimbursement Rates 2018-2019

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| <p>In-State or Out-of-State Meals and Lodging</p> | <p>Refer to the federal Domestic Maximum Per Diem Rates. Texas rates are listed on the back of this sheet and posted on the district website under travel guidelines.</p> <p>If the city is not listed, but the county is listed, use the rate of the county.</p> <p>For areas not listed (city or county), the rates are:</p> <ul style="list-style-type: none"> • Lodging In-State: up to \$94/night • Lodging Out-of-State: up to \$94/night • Meals In-State/Out-of-State: up to \$55/day |
| <p>In-State or Out-of-State Non-Overnight Meals</p> | <p>Not to exceed \$36</p> |
| <p>Automobile Mileage</p> | <p>53.5 cents per mile</p> <p>With the exception of tolls and parking expenses, the reimbursement is inclusive of all expenses associated with the employee's operation of a personally owned or leased motor vehicle.</p> <p>Travelers will be required to calculate mileage by one of the following methods:</p> <ul style="list-style-type: none"> • Odometer reading (point-to-point method) • Electronic mapping source (such as that on www.Mapquest.com or any other online mapping service). If this method is chosen, the traveler must print out the driving directions provided by the site and attach them to the travel voucher. • District pre-determined mileage for certain destinations <p>Travelers are required to select the shortest and most economical route but may justify the selection of another route if it was chosen for safety reasons and specific justification of the selection is given.</p> |

FY 2019 Per Diem Rates - Effective September 1, 2018 for Rusk ISD

| STATE | DESTINATION | COUNTY/LOCATION DEFINED | SEASON BEGIN | SEASON END | FY18 Lodging Rate | FY18 M&IE |
|-------|-------------------------------------|------------------------------------|--------------|--------------|-------------------|-----------|
| TX | Arlington / Fort Worth / Grapevine | Tarrant County / City of Grapevine | | | \$ 164 | \$ 61 |
| TX | Austin | Travis | October 1 | December 31 | \$ 145 | \$ 61 |
| TX | Austin | Travis | January 1 | March 31 | \$ 160 | \$ 61 |
| TX | Austin | Travis | April 1 | September 30 | \$ 145 | \$ 61 |
| TX | Big Spring | Howard | | | \$ 101 | \$ 61 |
| TX | College Station | Brazos | | | \$ 101 | \$ 56 |
| TX | Corpus Christi | Nueces | | | \$ 110 | \$ 56 |
| TX | Dallas | Dallas | October 1 | November 30 | \$ 157 | \$ 66 |
| TX | Dallas | Dallas | December 1 | August 31 | \$ 149 | \$ 66 |
| TX | Dallas | Dallas | September 1 | September 30 | \$ 157 | \$ 66 |
| TX | El Paso | El Paso | | | \$ 96 | \$ 61 |
| TX | Galveston | Galveston | October 1 | May 31 | \$ 105 | \$ 61 |
| TX | Galveston | Galveston | June 1 | July 31 | \$ 131 | \$ 61 |
| TX | Galveston | Galveston | August 1 | September 30 | \$ 105 | \$ 61 |
| TX | Houston (L.B. Johnson Space Center) | Montgomery / Fort Bend / Harris | October 1 | May 31 | \$ 131 | \$ 61 |
| TX | Houston (L.B. Johnson Space Center) | Montgomery / Fort Bend / Harris | June 1 | September 30 | \$ 120 | \$ 61 |
| TX | Midland / Odessa | Midland / Andrews / Ector / Martin | | | \$ 142 | \$ 61 |
| TX | Pecos | Reeves | October 1 | December 31 | \$ 154 | \$ 66 |
| TX | Pecos | Reeves | January 1 | March 31 | \$ 216 | \$ 66 |
| TX | Pecos | Reeves | April 1 | September 30 | \$ 154 | \$ 66 |
| TX | Plano | Collin | | | \$ 121 | \$ 56 |
| TX | Round Rock | Williamson | | | \$ 103 | \$ 56 |
| TX | San Antonio | Bexar | | | \$ 126 | \$ 61 |
| TX | South Padre Island | Cameron | October 1 | February 28 | \$ 94 | \$ 56 |
| TX | South Padre Island | Cameron | March 1 | May 31 | \$ 96 | \$ 56 |
| TX | South Padre Island | Cameron | June 1 | July 31 | \$ 117 | \$ 56 |
| TX | South Padre Island | Cameron | August 1 | September 30 | \$ 94 | \$ 56 |
| TX | Waco | McLennan | | | \$ 105 | \$ 56 |