

**OREGON WATERSHED ENHANCEMENT BOARD  
TRAVEL REIMBURSEMENT / ALLOWANCE GUIDELINES**

<p>EFFECTIVE OCTOBER 1, 2009 – SEPTEMBER 30, 2010</p> <p>Standard Rates</p> <p>Rates do not include tax</p>	<p style="text-align: right;"><b>Lodging / Meals</b></p> <p style="text-align: right;">70.00 / 46.00</p> <p style="text-align: right;">plus tax</p>
<p style="text-align: center;"><b>COUNTIES WITH HIGHER RATES</b></p> <p>Jackson / Klamath</p> <p>Washington</p> <p>Deschutes (9/1 – 6/30)</p> <p>Deschutes (7/1 – 8/31)</p> <p>Clackamas</p> <p>Lane</p> <p>Lincoln (9/1 – 6/30)</p> <p>Lincoln (7/1 – 8/31)</p> <p>Multnomah</p> <p>Clatsop (9/1 – 6/30)</p> <p>Clatsop (7/1 – 8/31)</p>	<p style="text-align: right;"><b>Lodging / Meals</b></p> <p style="text-align: right;">88.00 / 56.00</p> <p style="text-align: right;">96.00 / 51.00</p> <p style="text-align: right;">93.00 / 61.00</p> <p style="text-align: right;">120.00 / 61.00</p> <p style="text-align: right;">91.00 / 61.00</p> <p style="text-align: right;">103.00 / 51.00</p> <p style="text-align: right;">87.00 / 56.00</p> <p style="text-align: right;">110.00 / 56.00</p> <p style="text-align: right;">120.00 / 66.00</p> <p style="text-align: right;">92.00 / 51.00</p> <p style="text-align: right;">132.00 / 51.00</p> <p style="text-align: right;">plus tax</p>
<p>Non-Commercial Lodging Rate</p>	<p style="text-align: center;">25.00</p>
<p><b>Mileage Rates</b></p>	<p style="text-align: center;">January 1, 2009 through ?? = .55/mile  August 1, 2008 through Dec. 31, 2008 = .585/mile  March 19, 2008 through July 31, 2008 = .505/mile  Feb. 1, 2007 through March 18, 2008 = .485/mile  For Past Rates <a href="http://www.gsa.gov/mileage">http://www.gsa.gov/mileage</a></p>
<p><b>DAY Travel – Lunch not allowed</b></p> <p><u>Allowable Per Diem</u></p> <p>Breakfast (25%)</p> <p>Dinner (50%)</p>	<p style="text-align: center;">Leave 2 hours before work schedule  Arrive 2 hours after work schedule</p>
<p><b>OVERNIGHT Travel</b></p> <p><u>Allowable Per Diem (Departure):</u></p> <p>100%</p> <p>75%</p> <p>50%</p> <p>25%</p> <p><u>Allowable Per Diem (Arrival):</u></p> <p>25%</p> <p>50%</p> <p>75%</p> <p>100%</p>	<p style="text-align: center;">Leave on or before - 6:00 AM  Leave on or before - 12:00 Noon  Leave on or before - 6:00 PM  Leave after - 6:00 PM</p> <p style="text-align: center;">Arrive Prior to - 6:00 AM  Arrive on or Prior to - 12:00 Noon  Arrive on or Prior to - 6:00 PM  Arrive After - 6:00 PM</p>
<p><b>Out-of State Travel rates may be located on the Internet at the following website:</b></p> <p><a href="http://www.gsa.gov/perdiem">http://www.gsa.gov/perdiem</a></p>	