## EXPENSE REIMBURSEMENT ALLOWANCES BY COLLECTIVE BARGAINING AGREEMENTS/COMPENSATION PLANS

\*Updated to reflect January 1, 2023 IRS rate of 0.655 cents per mile

	Commissioner's Plan	AFSCME, Council #5, AFL-CIO	MAPE	MGEC	MSCF (same as Administrator's Plan)	
Type of Expense	Effective 05/21/22	Effective 08/16/23	Effective 08/18/23	Effective 10/04/22	Effective 12/12/22	
	2021-2023 Plan in effect	2023-2025 Contract in effect	2023-2025 Contract in effect	2021-2023 Contract in effect	2021-2023 Contract in effect	
State-owned vehicle not available	0.655 cents per mile effective	0.655 cents per mile effective	0.655 cents per mile effective	0.655 cents per mile effective	0.655 cents per mile effective	
State-owned venicle not available	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)	
Charles and a children of labels to the dealth and	0.585 cents per mile effective	0.585 cents per mile effective	0.585 cents per mile effective	0.585 cents per mile effective	0.585 cents per mile effective	
State-owned vehicle available but declined	01/01/23 (IRS rate less \$0.07)	01/01/23 (IRS rate less \$0.07)	01/01/23 (IRS rate less \$0.07)	01/01/23 (IRS rate less \$0.07)	05/01/22 (IRS rate less \$0.07)	
Tolls and parking fees	actual cost	actual cost	actual cost	actual cost	actual cost	
Commercial transportation (air, taxi, ride-share, rental car,	actual cost (baggage fees	actual cost	actual cost	actual cost	(baggage fees reimbursable, tips not reimbursable, does not include ride-	
baggage handling, etc.) plus reasonable gratuities	reimbursable, tips not reimbursable,)	detdar cost	detaal cost	detdar cost	share)	
Specially equipped personal van - provides wheelchair	0.74 cents per mile effective	0.74 cents per mile effective	0.74 cents per mile effective	0.74 cents per mile effective	0.74 cents per mile effective	
access	01/01/23 (IRS rate plus \$0.09)	01/01/23 (IRS rate plus \$0.09) 01/01/23 (IRS rate plus \$0.09)		01/01/23 (IRS rate plus \$0.09)	01/01/23 (IRS rate plus \$0.09)	
Motorcycle	no reimbursement applicable	30 cents per mile (Agreement rate) 30 cents per mile (Agreement rate)		30 cents per mile (Agreement rate)	no reimbursement applicable	
Overnight lodging	actual cost (reasonable)	actual cost (reasonable)	actual cost (reasonable)	actual cost (reasonable)	actual cost (reasonable)	
	actual cost not to exceed \$16.00 per	actual cost not to exceed \$16.00 per	actual cost not to exceed \$16.00 per	actual cost not to exceed \$16.00 per	actual cost not to exceed \$16.00 per	
Laundry and/or dry-cleaning <u>after</u> one week in continuous travel status	week after first week of continuous	week after first week of continuous	week after first week of continuous	week after first week of continuous	week after first week of continuous	
	travel status	travel status	travel status	travel status	travel status	
Work-related long distance telephone calls	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	
Personal telephone calls	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	
Special expenses (e.g., conference fees)	actual cost with prior approval	actual cost with prior approval	actual cost with prior approval	actual cost with prior approval	actual cost with prior approval	
Meals plus reasonable gratuities	actual cost up to maximums	actual cost up to maximums	actual cost up to maximums	actual cost up to maximums	actual cost up to maximums	
breakfast (in travel status overnight or leave home before 6:00 a.m.)	Breakfast - \$10.00	Breakfast - \$11.00	Breakfast - \$11.00	Breakfast - \$ 9.00	Breakfast - \$10.00	
	Lunch - \$13.00	Lunch - \$13.00	Lunch - \$13.00	Lunch - \$11.00	Lunch - \$13.00	
	Dinner - \$19.00	Dinner - \$19.00	Dinner - \$19.00	Dinner - \$16.00	Dinner - \$19.00	
lunch (more than 35 miles distance from regular work						
station)	other metropolitan areas@	other metropolitan areas@	other metropolitan areas@	other metropolitan areas+	other metropolitan areas@	
,	Breakfast - \$12.00	Breakfast - \$12.00	Breakfast - \$12.00	Breakfast - \$11.00	Breakfast - \$12.00	
dinner (in travel status overnight or return home after	Lunch - \$15.00	Lunch - \$15.00	Lunch - \$15.00	Lunch - \$13.00	Lunch - \$15.00	
7:00 pm)	Dinner - \$23.00	Dinner - \$23.00	Dinner - \$23.00	Dinner - \$20.00	Dinner - \$23.00	
		2 or more consecutive meals				
	2 or more consecutive meals		2 or more consecutive meals	2 or more consecutive meals	2 or more consecutive meals	
	reimbursed up to the combined	reimbursed up to the combined	reimbursed up to the combined	reimbursed up to the combined	reimbursed up to the combined	
	maximum	maximum	maximum	maximum	maximum	
	CAs idealified by the IDC	O A a idea at Stand In a three IDS and	O A a idea different handhar IDC a a d		O A a lide of the discussion IDC of the	
@As identified by the IRS		@As identified by the IRS and	@As identified by the IRS and		@As identified by the IRS plus	
		excluding any cities within Minnesota	excluding any cities within Minnesota		Hennepin and Ramsey Counties	
	advances if expenses exceed \$50.00;	advances if expenses exceed \$50.00;	advances if expenses exceed \$50.00;	advances if expenses exceed \$50.00;	advances if expenses exceed \$50.00;	
Payment of expenses	or use state credit card	or use state credit card	or use state credit card	or use state credit card	or use state credit card	
Professional Study and Travel (meals, incidentals, lodging)	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	at Agency discretion	at college discretion	
Troressional study and Traver (meals, incluentals, loughig)	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	at Agency discretion	at conege discretion	

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	Minnesota State (Colleges & Univ)	Managerial Plan	MSUAASF (same as Managerial	MMA	MNA	IFO (same as Managerial Plan)
	Administrators Personnel Plan	Effective 05/21/22	Plan)	Effective 01/18/22	Effective 01/18/22	Effective 09/20/23
Type of Expense	(same as Managerial Plan)	2021-2023 Plan in effect	Effective 09/20/23	2021-2023 Contract in effect	2021-2023 Contract in effect	2023-2025 Contract in effect
	Effective 01/18/22		2023-2025 Contract in effect			
	2021-2023 Plan in effect					
State-owned vehicle not available	0.655 cents per mile effective	0.655 cents per mile effective	0.655 cents per mile effective	0.655 cents per mile effective	0.655 cents per mile effective	0.655 cents per mile effective
State-owned vernicle not available	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)
	0.585 cents per mile effective	0.585 cents per mile effective	0.585 cents per mile effective	0.585 cents per mile effective	0.585 cents per mile effective	0.585 cents per mile effective
State-owned vehicle available but declined	01/01/23 (IRS rate less \$0.07)	01/01/23 (IRS rate less \$0.07)	01/01/23 (IRS rate less \$0.07)	01/01/23 (IRS rate less \$0.07)	01/01/23 (IRS rate less \$0.07)	01/01/23 (IRS rate less \$0.07)
Tolls and parking fees	actual cost	actual cost	actual cost	actual cost	actual cost	actual cost
Tono and parking rees	actual cost (baggage fees		actual cost (baggage fees	dotadi oost	actual cost	actual cost (baggage fees
Commercial transportation (air, taxi, ride-share, rental	reimbursable, tips not	actual cost (baggage fees	reimbursable, tips not		actual cost (does not include ride-	reimbursable, tips not
car, etc.) plus reasonable gratuities	reimbursable, does not include	reimbursable, tips not	reimbursable does not include	actual cost	share)	reimbursable, does not include
car, etc., plus reasonable gratuities	ride-share)	reimbursable)	ride-share)		Silatej	ride-share)
Canadally, and instanting and instanting and independent		0.74		0.74 sente nen mile effective		•
Specially equipped personal van - provides wheelchair	0.74 cents per mile effective	0.74 cents per mile effective	0.74 cents per mile effective	0.74 cents per mile effective	50 cents per mile (Agreement rate)	0.74 cents per mile effective
access	01/01/23 (IRS rate plus \$0.09)	07/01/22 (IRS rate plus \$0.09)	07/01/22 (IRS rate plus \$0.09)	07/01/22 (IRS rate plus \$0.09)		07/01/22 (IRS rate plus \$0.09)
Motorcycle	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	30 cents per mile (Agreement rate)	15 cents per mile (Agreement rate)	no reimbursement applicable
Personal aircraft	1.74 dollars per mile effective	1.74 dollars per mile effective	1.74 dollars per mile effective	1.74 dollars per mile effective	45 cents per mile (Agreement rate)	1.74 dollars per mile effective
- croomar amorare	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)	01/01/23 (IRS rate)	, , ,	01/01/23 (IRS rate)
Overnight lodging	actual cost (reasonable)	actual cost (reasonable)	actual cost (reasonable)	actual cost (reasonable)	actual cost (reasonable)	actual cost (reasonable)
Laundry and/or dry-cleaning after one week in	actual cost not to exceed \$16.00	actual cost not to exceed \$16.00	actual cost not to exceed \$16.00	actual cost not to exceed \$16.00 per	actual cost not to exceed \$16.00	actual cost not to exceed \$16.00
continuous travel status	per week <u>after</u> first week of	per week <u>after</u> first week of	per week <u>after</u> first week of	week after first week of continuous	per week after first week of	per week <u>after</u> first week of
continuous traverstatus	continuous travel status	continuous travel status	continuous travel status	travel status	continuous travel status	continuous travel status
Work-related long distance telephone calls	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	actual cost	no reimbursement applicable	no reimbursement applicable
Personal telephone calls	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable	no reimbursement applicable
Special expenses (e.g., conference fees, banquet	actual cost with prior approval	actual cost with prior approval	actual cost with prior approval	actual cost with prior approval	actual cost with prior approval	actual cost with prior approval
tickets)	<u> </u>	<u> </u>	<u></u> .,,,	<u> </u>	<u></u> , <sub>  </sub> ,	<u> </u>
Meals plus reasonable gratuities	actual cost up to maximums	actual cost up to maximums^	actual cost up to maximums^	actual cost up to maximums	actual cost up to maximums	actual cost up to maximums^
breakfast (in travel status overnight or leave home						
before 6:00 a.m.)	Breakfast - \$10.00	Breakfast - \$10.00	Breakfast - \$10.00	Breakfast - \$10.00	Breakfast - \$10.00	Breakfast - \$10.00
lunch (more than 35 miles distance from regular	Lunch - \$13.00	Lunch - \$13.00	Lunch - \$13.00	Lunch - \$13.00	Lunch - \$13.00	Lunch - \$13.00
work station)	Dinner - \$19.00	Dinner - \$19.00	Dinner - \$19.00	Dinner - \$19.00	Dinner - \$19.00	Dinner - \$19.00
dinner (in travel status overnight or return home	\$100	713100	φ <b>1</b> 5ο	\$ 13100	, parties	\$25.00
·	other metropolitan areas@	other metropolitan areas@	other metropolitan areas@	other metropolitan areas+	other metropolitan areas+	other metropolitan areas@
after 7:00 pm)	Breakfast - \$12.00	Breakfast - \$12.00	Breakfast - \$12.00	Breakfast - \$12.00	Breakfast - \$12.00	Breakfast - \$12.00
	Lunch - \$15.00	Lunch - \$15.00	Lunch - \$15.00	Lunch - \$15.00	Lunch - \$15.00	Lunch - \$15.00
	Dinner - \$23.00	Dinner - \$23.00	Dinner - \$23.00	Dinner - \$23.00	Dinner - \$23.00	Dinner - \$23.00
	523.00	523.00	723.00	323.00	Diffiler - \$23.00	323.00
	2 or more consecutive meals	2 or more consecutive meals	2 or more consecutive meals	2 or more consecutive meals	2 or more consecutive meals	2 or more consecutive meals
	reimbursed up to the combined	reimbursed up to the combined				
	maximum	maximum	reimbursed up to the combined	reimbursed up to the combined	reimbursed up to the combined	reimbursed up to the combined maximum
	maximum	maximum	maximum	maximum	maximum	maximum
	@Aaidaatifiad built 180 d	@As identified by the ISS	@As ideatified by the IDS			@As identified by the ISC
	@As identified by the IRS plus	@As identified by the IRS	@As identified by the IRS			@As identified by the IRS
	Hennepin and Ramsey Counties	AAHAA	AAHAGaaaataa			AAHAdissassassassassassassassassassassassassa
		^All Minnesota counties at the	^All Minnesota counties at the			^All Minnesota counties at the
		same reimbursement rate	same reimbursement rate			same reimbursement rate
Payment of expenses	advances if expenses exceed	advances if expenses exceed	advances if expenses exceed	advances if expenses exceed \$50.00;	advances if expenses exceed	advances if expenses exceed
, ,	\$50.00; or use state credit card	\$50.00; or use state credit card	\$50.00; or use state credit card	or use state credit card	\$50.00; or use state credit card	\$50.00; or use state credit card
Professional Study and Travel and Professional	no reimbursement applicable	no reimbursement applicable	<ul> <li>Incidentals and lodging</li> </ul>	no reimbursement applicable	no reimbursement applicable	<ul> <li>Incidentals and lodging</li> </ul>
Improvement Funds (meals, incidentals, lodging)			reimbursed as provided			reimbursed as provided
			above.			above.
1			Meals reimbursed at 1.25			Meals reimbursed at 1.25
			times the Managerial Plan			times the Managerial Plan
			rate.			rate.