

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

<p>EFFECTIVE OCTOBER 1, 2007 – SEPTEMBER 30, 2008</p> <p>Standard Rates</p> <p>Rates do not include tax</p>	<p style="text-align: center;">Lodging / Meals</p> <p style="text-align: center;">70.00 / 39.00</p> <p style="text-align: center;">plus tax</p>
<p style="text-align: center;">COUNTIES WITH HIGHER RATES</p> <p>Jackson / Klamath (9/1 – 5/31)</p> <p>Jackson / Klamath (6/1 – 8/31)</p> <p>Washington</p> <p>Deschutes</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: center;">Lodging / Meals</p> <p style="text-align: center;">77.00 / 44.00</p> <p style="text-align: center;">85.00 / 44.00</p> <p style="text-align: center;">90.00 / 44.00</p> <p style="text-align: center;">81.00 / 44.00</p> <p style="text-align: center;">77.00 / 39.00</p> <p style="text-align: center;">92.00 / 44.00</p> <p style="text-align: center;">81.00 / 49.00</p> <p style="text-align: center;">105.00 / 49.00</p> <p style="text-align: center;">106.00 / 49.00</p> <p style="text-align: center;">85.00 / 54.00</p> <p style="text-align: center;">123.00 / 54.00</p> <p style="text-align: center;">plus tax</p>
<p>Non-Commercial Lodging Rate</p>	<p style="text-align: center;">25.00</p>
<p>Mileage Rates</p>	<p style="text-align: center;">August 1, 2008 through ?? = .585/mile</p> <p style="text-align: center;">March 19, 2008 through July 31, 2008 = .505/mile</p> <p style="text-align: center;">Feb. 1, 2007 through March 18, 2008 = .485/mile</p> <p style="text-align: center;">For Past Rates http://www.gsa.gov/mileage</p>
<p>DAY Travel – Lunch not allowed</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</p> <p style="text-align: center;">Arrive 2 hours after work schedule</p>
<p>OVERNIGHT Travel</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</p> <p style="text-align: center;">Leave on or before - 12:00 Noon</p> <p style="text-align: center;">Leave on or before - 6:00 PM</p> <p style="text-align: center;">Leave after - 6:00 PM</p> <p style="text-align: center;">Arrive Prior to - 6:00 AM</p> <p style="text-align: center;">Arrive on or Prior to - 12:00 Noon</p> <p style="text-align: center;">Arrive on or Prior to - 6:00 PM</p> <p style="text-align: center;">Arrive After - 6:00 PM</p>
<p>Out-of State Travel rates may be located on the Internet at the following website:</p> <p>http://www.gsa.gov/perdiem</p>	