

**Effective October 1, 2017, the federal CONUS travel rates are changing.**

### **Per Diem Rates for Travel in Continental US**

Use the [CONUS](#) standard rates for all locations, in-state and out-of-state, within the continental United States. Both in-state and out-of-state meals and incidentals are reimbursed at 75% for day of departure and day of return.

For a breakdown of the CONUS M &IE Rate for breakfast, lunch and dinner, go to [CONUS Meals breakdown](#).

For travel within the State of Tennessee, there are no longer different reimbursement rates. ETSU will now follow the CONUS rates for Tennessee.

### **Per Diem Rates for Travel Outside the Continental US and International**

Use the [OCONUS](#) (Department of Defense) rates for all locations outside the continental United States. Reimbursement for meals for the day of departure and the day of the return will be 75% of the normal reimbursement rate regardless of the time of departure or return.

Please note that the first time you go to the OCONUS site, an error will come up that says “Your connection is not private.” At the bottom of the left side of the page, click “Advanced”, then click “Proceed to [www.defensetravel.dod.mil](http://www.defensetravel.dod.mil) (unsafe)”. Once this is done you should be able to look up the per diem rates.

For a breakdown of the OCONUS M &IE Rate for breakfast, lunch and dinner, go to [OCONUS Meals breakdown](#).

Reminder: Claims for reimbursement for travel expenses are to be submitted no later than (30) days after completion of the travel.

## **Quick Links**

[Per Diem Rates for Travel in Continental U.S. \(CONUS\)](#)

[Per Diem Rates for Travel Outside the Continental U.S. \(OCONUS\)](#)