

**OREGON WATERSHED ENHANCEMENT BOARD****Travel Reimbursement / Allowance Guidelines**Lodging and Meal Rates **effective October 01, 2025 – September 30, 2026**

<b>Standard Rates</b>		<b>Lodging / Meals</b>
Rates do not include tax (rate + tax)		<b>110.00 / 68.00</b>
		<b>plus tax</b>
<b>Counties with Higher Rates</b>		<b>Lodging / Meals</b>
<b>(new changes are in bold)</b>		
Washington		<b>132.00 / 80.00</b>
Deschutes (9/1 – 5/31)		<b>125.00 / 86.00</b>
Deschutes (6/1 – 8/31)		<b>192.00 / 86.00</b>
Clackamas (9/1 – 5/31)		<b>136.00 / 80.00</b>
Clackamas (6/1 – 8/31)		<b>136.00 / 80.00</b>
Lane (8/1 – 5/31)		<b>132.00 / 80.00</b>
Lane (6/1 – 7/31)		<b>192.00 / 80.00</b>
Lincoln (9/1 – 6/30)		<b>120.00 / 92.00</b>
Lincoln (7/1 – 8/31)		<b>167.00 / 92.00</b>
Multnomah (11/1 – 5/31)		<b>155.00 / 86.00</b>
Multnomah (6/1 – 10/31)		<b>155.00 / 86.00</b>
Clatsop (9/1 – 6/30)		<b>141.00 / 86.00</b>
Clatsop (7/1 – 8/31)		<b>236.00 / 86.00</b>
		<b>plus tax</b>
Non-Commercial Lodging Rate		25.00
<b>Mileage Rates</b>		<b>January 1, 2026 through current = \$0.725/mile</b>
<i>(mileage rates are generally updated January 1 each year)</i>		January 1, 2025 through current = \$0.70/mile
		January 1, 2024 through Dec. 31, 2024 = \$0.67/mile
		January 1, 2023 through Dec. 31, 2023 = \$0.655/mile
		July 1, 2022 through Dec. 31, 2022 = \$0.625/mile
		For Past Rates <a href="http://www.gsa.gov/mileage">http://www.gsa.gov/mileage</a>
<b>Day Travel – <u>Lunch not allowed</u></b>		
Allowable Per Diem		
Breakfast (25%)		Leave 2 hours before work schedule
Dinner (50%)		Arrive 2 hours after work schedule
<b>Overnight Travel</b>		
Allowable Per Diem (Departure):		
100%		Leave on or before - 6:00 AM
75%		Leave on or before - 12:00 Noon
50%		Leave on or before - 6:00 PM
25%		Leave after - 6:00 PM
Allowable Per Diem (Arrival):		
25%		Arrive Prior to - 6:00 AM
50%		Arrive on or Prior to - 12:00 Noon
75%		Arrive on or Prior to - 6:00 PM
100%		Arrive After - 6:00 PM
<b>Out-of-State Travel rates may be located on the internet at the following website:</b>		
<a href="http://www.gsa.gov/perdiem">http://www.gsa.gov/perdiem</a>		