

**BOARD AUTHORIZED TRAVEL  
REIMBURSEMENT RATES  
FOR 1/1/24 thur 12/31/24**

Mileage Reimbursement Rate *	
1/1/24 to 12/31/24	
General Vehicle Rate	\$0.670 *
Motorcycle	\$0.635 **

\* IRS Notice 2024-08 Rates change Jan 2024

Travel Reimbursement Rate (out of District) - Meals **	
10/2023 to 9/2024	
Breakfast	\$ 17.00 **
Lunch	\$ 18.00 **
Dinner	\$ 34.00 **
Incidental Expense (IE)	\$ 5.00 **
	<u>\$ 74.00 **</u>

On the first and last day of travel maximum amount allowed 75% or \$55.50  
Rates change October 2023

\* Value taken from IRS & US General Svc Admin Website - effective 12/14/23  
 \*\* Value taken from (GSA) Website - valid for period Oct 2023 to Sept 2024  
 FY 23/24 Per Diem Rates for ZIP 97220

[https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems\\_report&fiscal\\_year=2024&state=OR&city=PORTLAND&zip=](https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems_report&fiscal_year=2024&state=OR&city=PORTLAND&zip=)

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Portland	Multnomah	\$74	\$17	\$18	\$34	\$5	\$55.50

<https://www.irs.gov/pub/irs-drop/n-24-08.pdf>

**SECTION 3. STANDARD MILEAGE RATES**

The standard mileage rate for transportation or travel expenses is 67 cents per mile for all miles of business use (business standard mileage rate). See section 4 of

**M&IE Breakdown**

M&IE Total <sup>1</sup>	Continental Breakfast/Breakfast <sup>2</sup>	Lunch <sup>2</sup>	Dinner <sup>2</sup>	Incidental Expenses	First & Last Day of Travel <sup>3</sup>
\$59	\$13	\$15	\$26	\$5	\$44.25
\$64	\$14	\$16	\$29	\$5	\$48.00
\$69	\$16	\$17	\$31	\$5	\$51.75
\$74	\$17	\$18	\$34	\$5	\$55.50
\$79	\$18	\$20	\$36	\$5	\$59.25

<sup>1</sup> This column lists the full daily amount federal employees receive for a single calendar day of travel when that day is neither the first nor last day of travel.

<sup>2</sup> The separate amounts for breakfast, lunch and dinner listed in the chart are provided should you need to deduct any of those meals from your trip voucher. For example, if your trip includes meals that are already paid for by the government (such as through a registration fee for a conference), you will need to deduct those meals from your voucher. Refer to Section 301-11.18 of the Federal Travel Regulation for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

<sup>3</sup> This column lists the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

<https://www.gsa.gov/travel/plan-book/per-diem-rates/mie-breakdown>