

Per Diem Expenses:

- The following reimbursements are maximums, not allowances.
- No reimbursement will be given for meals that were provided at event/conference.

M&IE TOTAL	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Up to \$68	Up to \$16	Up to \$19	Up to \$28	Up to \$5	Up to \$51

- M&IE Total** – Up to the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.
- Breakfast, Lunch, Dinner, Incidentals** – M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Separate amounts for meals and incidentals as sometimes meal amounts must be deducted by the appropriate amount when such meals are furnished to the traveler or included in a conference registration, etc. For meals provided, the traveler must deduct the meal cost from the applicable M&IE rate.
- First & Last Day of Travel** – Up to the amount received on the first and last day of travel and equals 75% of total M&IE.

When travel status is:		Maximum reimbursement for actual expenses is
More than 12 but less than 24 hours		Up to 75% of the applicable M&IE standard rate for each calendar day in a travel status.
24 hours or more, on	The day of departure	Up to 75% of the applicable M&IE standard rate.
	Full days of travel	Up to 100% of the applicable M&IE standard rate.
	The last day of travel	Up to 75% of the applicable M&IE standard rate.
Travel less than 12 hours		Not eligible for M&IE reimbursement.

In-State Lodging

If a traveling employee cannot obtain lodging at or below the applicable federal standard or non-standard in-state lodging rate for their location of travel, then CalHR's existing Excess Lodging process (as provided in CalHR Manual Section 2201) continues to apply:

- Delegated authority to departments up to \$350 per night
- Three comparison quotes from the state's authorized online booking tool for the requested travel dates.

County	'24 Oct	Nov	Dec	'25 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate applies for all locations without specified rates	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110
El Dorado	\$143	\$143	\$247	\$247	\$247	\$247	\$143	\$143	\$171	\$171	\$171	\$143
Los Angeles / Orange / Ventura / Edwards / AFB less the City of Santa Monica	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$191
Monterey	\$191	\$191	\$191	\$191	\$199	\$199	\$199	\$199	\$199	\$279	\$279	\$191
Nevada	\$142	\$142	\$169	\$169	\$169	\$146	\$146	\$146	\$173	\$173	\$173	\$142
Sacramento	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150
San Diego	\$199	\$199	\$199	\$199	\$199	\$199	\$199	\$199	\$237	\$237	\$199	\$199
Santa Clara	\$192	\$192	\$192	\$192	\$192	\$192	\$192	\$192	\$192	\$192	\$192	\$192
Santa Cruz	\$139	\$139	\$139	\$139	\$139	\$139	\$139	\$139	\$176	\$176	\$176	\$139

[**For counties not listed, visit the U.S GSA FY 2025 Per Diem Rates for California.](#)