INFORMATIONAL CIRCULAR NO. 99-A-002

DATE:	June 18, 1998
SUBJECT:	Subsistence Rates
EFFECTIVE DATE:	July 1, 1998
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APPROVAL:	
SUMMARY:	Revised Meal Allowance and Lodging Rates Effective July 1, 1998. Taxes associated with lodging are no longer included when applying the lodging limits to the daily rate

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Kansas Administrative Regulation 1-16-18 has been amended, effective July 1, 1998, to increase the subsistence allowance rates, as well as to reflect a broadened definition of Washington, D.C., and New York, New York as "out-of-state special designated high-cost geographic areas." The revised rates are:

Meal Allowance:

In-State	$ 7.00 per quarter-day
In-state, designated high-cost geographic area	$ 7.25 per quarter-day
Out-of-state, regular	$ 7.25 per quarter-day
Out-of-state, designated high-cost geographic area	$ 7.50 per quarter-day
Out-of-state, special designated high-cost geographic areas	$10.50 per quarter-day
International travel	$10.50 per quarter-day or actual expenses not to exceed $76 per day

Reduced Meals Allowance:

If the cost of meals is included within the cost of registration fees or other fees and charges paid by the agency or supplied without cost by another party, the meals allowance should be reduced as follows:

	Breakfast	Lunch	Dinner
In-state	$6.50	$7.50	$14.00
In-state, designated high-cost geographic area	$7.00	$8.00	$14.00
Out-of-state, regular	$7.00	$8.00	$14.00
Out-of-state, designated high-cost geographic area	$7.00	$8.00	$15.00
Out-of-state, special designated high-cost geographic areas	$10.00	$11.00	$21.00

Lodging Expense Limitations:

In-State	$54.00
In-state, designated high-cost geographic area	$68.00
Out-of-state, regular	$81.00
Out-of-state, designated high-cost geographic area	$118.00
Out-of-state, special designated high-cost geographic areas	$129.00
International travel	Actual
Conference lodging qualified under K.A.R. 1-16-18a(e)	Actual

K.S.A. 75-3207a(e) provides that the daily lodging expense limitations established above may be exceeded by the lesser of either: (1) an additional 50% of the applicable lodging expense limitation, or (2) the actual lodging expense incurred.

Lodging Taxes

The regulation has been amended to allow application of the lodging limits to the lodging rate before taxes. Thus, the amount reimbursed or paid for lodging expenses may exceed the established lodging limitation by as much as the amount of associated taxes.

Border Cities

In accordance with K.A.R. 1-16-18(3), the director of accounts and reports may designate any city in a state bordering or near Kansas as a "border city" and reimburse meal allowance and lodging at in-state rates. A revised border city listing is included with Informational Circular 99-A-004.