

MEMORANDUM

DATE: January 27, 2022

TO: UMBC Campus Community

FROM: Gayle Chapman, Assistant Controller

SUBJECT: Travel Reimbursement Rates as of January 1, 2022

The Chancellor has reviewed the Schedule of Reimbursement Rates for University travel found in the [Board of Regents Policy VIII 11.10](#).

The reimbursement rate for the use of a personal vehicle **has changed from 56 cents per mile to 58.5 cents per mile, which was effective January 1, 2022.**

The meal reimbursement rate **remains unchanged at \$56.00 per day.** The meal breakdown is as follows:

Breakfast	\$13.00
Lunch	\$15.00
Dinner	\$28.00

Foreign travel is reimbursed at the applicable U.S. Department of State Meal and Incidental Rate (https://aoprals.state.gov/web920/per_diem.asp) without receipts, or the actual cost with receipts.