



**STATE OF NORTH CAROLINA  
OFFICE OF STATE BUDGET AND MANAGEMENT**

PAT MCCRORY  
GOVERNOR

ART POPE  
STATE BUDGET DIRECTOR

July 1, 2013

**MEMORANDUM**

TO: Department Heads and Chief Fiscal Officers  
All Departments, Institutions and Agencies

FROM: Art Pope *Art Pope*  
State Budget Director

SUBJECT: Travel Subsistence Rate Revision Effective July 1, 2013

Pursuant to G.S. §138-6(5), the Director of the Budget is required to revise subsistence payments for state employees' in-state and out-of-state travel. The revision is based on the percentage increase in the Consumer Price Index for All Urban Customers for the most recent 24-month period. **Effective July 1, 2013**, the subsistence reimbursement will be increased by 3.2%. The new subsistence rate will be effective for both years of the 2013-15 biennium.

The following list details the various rates of subsistence per day for travel related expenses. A revision to the *State Budget Manual* will be issued to reflect this change.

	<u>In-State</u>	<u>Out-of-State</u>
Breakfast	\$ 8.20	\$ 8.20
Lunch	\$ 10.70	\$ 10.70
Dinner	\$ 18.40	\$ 20.90
Lodging (actual, up to)	\$ <u>65.90</u>	\$ <u>77.90</u>
 Total	 \$ 103.20	 \$ 117.70

If you have any specific questions regarding the new rates, please contact your budget analyst at (919) 807-4700.