

FY2011-2012 EXPENSE REIMBURSEMENT ALLOWANCES BY COLLECTIVE BARGAINING AGREEMENTS/COMPENSATION PLANS

| Type of Expense | MnSCU Administrators Personnel Plan Effective 7/1/09 Plan Approved | Managerial Plan Effective 7/1/09 Plan Approved | MSUAAAF Effective 7/1/09 Contract Pending | MMA Effective 7/1/09 Agreement Approved | MNA Effective 7/1/09 Agreement Approved | IFO Effective 7/1/09 Contract Approved |
|--|---|--|--|--|--|--|
| State-owned vehicle not available | 55.5 cents per mile effective Jul 1 – Dec 31, 2011 (IRS rate) | 55.5 cents per mile effective Jul 1 – Dec 31, 2011 (IRS rate) | 55.5 cents per mile effective Jul 1 – Dec 31, 2011 (IRS rate) | 55.5 cents per mile effective Jul 1 – Dec 31, 2011 (IRS rate) | 55.5 cents per mile effective Jul 1 – Dec 31, 2011 (IRS rate) | 55.5 cents per mile effective Jul 1 – Dec 31, 2011 (IRS rate) |
| State-owned vehicle available but declined | 48.5 cents per mile effective Jul 1– Dec 31, 2011 (IRS rate less \$0.07) | 48.5 cents per mile effective Jul 1– Dec 31, 2011 (IRS rate less \$0.07) | 48.5 cents per mile effective Jul 1– Dec 31, 2011 (IRS rate less \$0.07) | 48.5 cents per mile effective Jul 1– Dec 31, 2011 (IRS rate less \$0.07) | 48.5 cents per mile effective Jul 1– Dec 31, 2011 (IRS rate less \$0.07) | 48.5 cents per mile effective Jul 1– Dec 31, 2011 (IRS rate less \$0.07) |
| Tolls and parking fees | actual cost | actual cost | actual cost | actual cost | actual cost | actual cost |
| Commercial transportation (air, taxi, rental car, etc.) plus reasonable gratuities | actual cost | actual cost | actual cost | actual cost | actual cost | actual cost |
| Specially equipped personal van - provides wheelchair access | 59.0 cents per mile effective Jul 1, 2009 (IRS rate plus \$0.09) | 60.0 cents per mile effective Jul 1, 2011 (IRS rate plus \$0.09) | 60.0 cents per mile effective Jul 1, 2011 (IRS rate plus \$0.09) | 60.0 cents per mile effective Jul 1, 2011 (IRS rate plus \$0.09) | 50 cents per mile (Agreement rate) | 60.0 cents per mile effective Jul 1, 2011 (IRS rate plus \$0.09) |
| Motorcycle | ½ IRS rate (Plan rate) | no reimbursement applicable | no reimbursement applicable | 15 cents per mile (Agreement rate) | 15 cents per mile (Agreement rate) | no reimbursement applicable |
| Personal aircraft | 55.5 cents per mile effective Jul 1, 2011 (IRS rate) | 55.5 cents per mile effective Jul 1, 2011 (IRS rate) | 55.5 cents per mile effective Jul 1, 2011 (IRS rate) | 50.0 cents per mile effective Jul 1, 2009 (IRS rate) | 45 cents per mile (Agreement rate) | 55.5 cents per mile effective Jul 1, 2011 (IRS rate) |
| Overnight lodging | actual cost (reasonable) | actual cost (reasonable) | actual cost (reasonable) | actual cost (reasonable) | actual cost (reasonable) | actual cost (reasonable) |
| Laundry and/or dry-cleaning <u>after</u> one week in continuous travel status | actual cost not to exceed \$16.00 per week <u>after</u> first week of continuous travel status | actual cost not to exceed \$16.00 per week <u>after</u> first week of continuous travel status | actual cost not to exceed \$16.00 per week <u>after</u> first week of continuous travel status | actual cost not to exceed \$16.00 per week <u>after</u> first week of continuous travel status | actual cost not to exceed \$16.00 per week <u>after</u> first week of continuous travel status | actual cost not to exceed \$16.00 per week <u>after</u> first week of continuous travel status |
| Work-related long distance telephone calls | actual cost | actual cost | actual cost | actual cost | actual cost | actual cost |
| Personal telephone calls | actual cost up to maximum number of nights away times \$3.00 | actual cost up to maximum number of nights away times \$3.00 | actual cost up to maximum number of nights away times \$3.00 | actual cost up to maximum number of nights away times \$3.00 | actual cost up to maximum number of nights away times \$3.00 | actual cost up to maximum number of nights away times \$3.00 |
| Special expenses (e.g. conference fees, banquet tickets) | actual cost with <u>prior approval</u> | actual cost with <u>prior approval</u> | actual cost with <u>prior approval</u> | actual cost with <u>prior approval</u> | actual cost with <u>prior approval</u> | actual cost with <u>prior approval</u> |
| Meals plus reasonable gratuities ● breakfast (in travel status overnight or leave home before 6:00 a.m.) ● lunch (in travel status and more than 35 miles distance from regular work station) ● dinner (in travel status overnight or return home after 7:00 pm) | actual cost up to maximums Breakfast - \$7.00 Lunch - \$9.00 Dinner - \$15.00 Minn. counties - Hennepin & Ramsey and other metropolitan areas* Breakfast - \$10.00 Lunch - \$12.00 Dinner - \$20.00 2 or more consecutive meals reimbursed up to the combined maximum | actual cost up to maximums Breakfast - \$7.00 Lunch - \$9.00 Dinner - \$15.00 other metropolitan areas* Breakfast - \$10.00 Lunch - \$12.00 Dinner - \$20.00 2 or more consecutive meals reimbursed up to the combined maximum | actual cost up to maximums Breakfast - \$7.00 Lunch - \$9.00 Dinner - \$15.00 other metropolitan areas* Breakfast - \$10.00 Lunch - \$12.00 Dinner - \$20.00 2 or more consecutive meals reimbursed up to the combined maximum | actual cost up to maximums Breakfast - \$7.00 Lunch - \$9.00 Dinner - \$15.00 other metropolitan areas* Breakfast - \$ 8.00 Lunch - \$10.00 Dinner - \$17.00 2 or more consecutive meals reimbursed up to the combined maximum | actual cost up to maximums Breakfast - \$7.00 Lunch - \$9.00 Dinner - \$15.00 other metropolitan areas* Breakfast - \$ 8.00 Lunch - \$10.00 Dinner - \$17.00 2 or more consecutive meals reimbursed up to the combined maximum | actual cost up to maximums Breakfast - \$7.00 Lunch - \$9.00 Dinner - \$15.00 other metropolitan areas* Breakfast - \$10.00 Lunch - \$12.00 Dinner - \$20.00 2 or more consecutive meals reimbursed up to the combined maximum |
| Payment of expenses | advances if expenses exceed \$50.00; or use state credit card | advances if expenses exceed \$50.00; or use state credit card | advances if expenses exceed \$50.00; or use state credit card | advances if expenses exceed \$50.00; or use state credit card | advances if expenses exceed \$50.00; or use state credit card | advances if expenses exceed \$50.00; or use state credit card |
| *Other Metropolitan Areas: Atlanta, GA (Clayton, De Kalb, Fulton, Cobb and Gwinnett Counties in Georgia); Baltimore, MD (Baltimore and Hartford Counties in Maryland); Boston, MA (Norfolk, Suffolk, Middlesex and Essex Counties in Massachusetts); Chicago, IL (Du Page, Cook and Lake Counties in Illinois); Cleveland, OH (Cuyahoga County in Ohio); Dallas and Fort Worth, TX (Dallas and Tarrant Counties in Texas); Denver, CO (Denver, Adams, Arapahoe and Jefferson Counties in Colorado); Detroit, MI (Wayne, Macomb and Oakland Counties in Michigan); Hartford, CT (Hartford and Middlesex Counties in Connecticut); Houston, TX (Harris County; LBJ Space Center and Ellington AFB in Texas); Kansas City, KS (Johnson and Wyandotte Counties in Kansas); Kansas City, MO (Clay, Jackson and Platte Counties in Missouri); Los Angeles, CA (Los Angeles, Kern, Orange and Ventura Counties in California; Edwards AFB, Naval Weapons Center and Ordinance Test Station in California); Miami, FL (Dade County in Florida); New Orleans, LA (Jefferson, Orleans, Plaquemines and St. Bernard Parishes in Louisiana); New York City, NY (Bronx, Brooklyn, Manhattan, Queens and Staten Island Boroughs of NYC; Nassau, New York, Richmond, Suffolk and Westchester Counties in New York state; Fairfield County in Connecticut; and Bergan, Essex, Hudson, Middlesex, Passaic and Union Counties in New Jersey); Philadelphia, PA (Bucks, Chester, Delaware, Montgomery and Philadelphia Counties in Pennsylvania; Burlington and Gloucester Counties in New Jersey); Portland, OR (Multnomah County in Oregon); St. Louis, MO (St. Charles and St. Louis Counties in Missouri); San Diego, CA (San Diego County in California); San Francisco, CA (San Francisco, Sonoma, Marin, San Mateo, Santa Clara, Santa Cruz, Contra Costa, Alameda and Santa Barbara Counties in California); Seattle, WA (King County in Washington state); Washington, DC (Cities of Alexandria, Falls Church and Fairfax in Virginia; Arlington, Loudoun and Fairfax Counties in Virginia; Montgomery and Prince Georges Counties in Maryland); and any location outside the contiguous 48 United States. | | | | | | |