New Expense Reimbursement Rates

The collective bargaining agreements that went into effect on July 1, 2022 included new expense reimbursement rates based upon the General Services Administration (GSA) rates by location.

How to Find GSA Rates

You can find the lodging and meal rates by going to the GSA site at https://www.gsa.gov/travel/plan-book/per-diem-rates - entering the state you will be traveling to and clicking on the Find Rates button:

You will see a listing of per diem lodging rates by destination, if you are traveling to Andover, the daily per diem for lodging is $123:

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The same is true for meals, for Andover, breakfast = $14, lunch = $16, and dinner = $29:

Please note Vermont has several destinations with different lodging and meal rates:

Entering Expenses in VISION

The new rates have been built into VISION effective dated as of July 1, 2002 – and will populate based upon your destination location. When entering expenses that occurred before July 1, the old rates will still be in effect and automatically populate the expense report.