FY 2027 RTAP Travel Rates

(Attachment C)

	*Michigan Select Cities	Michigan All Others	**Out-of-State Select Cities	Out-of-State All Others
Breakfast	$ 14.00	$ 12.00	$ 22.00	$ 16.00
Lunch	$ 16.00	$ 14.00	$ 23.00	$ 19.00
Dinner	$ 31.00	$ 27.00	$ 36.00	$ 28.00
Lodging	Actual w. receipts	Actual w. receipts	Actual w. receipts	Actual w. receipts

Mileage Rates: **0.76 (Effective July 1st, 2026)**

Incidental Costs/day (with overnight stay) $5.00
(fees & tips given to porters, bell hops, hotel maids, etc)

***Michigan Select Cities:**

Ann Arbor, Auburn Hills, Beaver Island, Detroit, Grand Rapids, Holland, Leland, Mackinac Island, Midland, Muskegon, Petoskey, Pontiac, South Haven, Traverse City

****Out-of-State Cities:**

See next page

The following procedures must be adhered to:

1. Meal receipts are not required. Individual requesting a meal allowance will enter the full applicable meal allowance rate for the specific meal(s) regardless of the cost incurred. RTAP will not pay the actual expense of the meal(s) incurred.
2. Individual must have travelled more than 25 miles from both their home and official workstation to qualify for meal allowance.
3. To be eligible for a meal expense, the travel must occur as outlined below.
Breakfast: Travel commences prior to 6:00am and extends beyond 8:30am.
Lunch: Travel commences prior to 11:30am and extends beyond 2:00pm.
Dinner: Travel commences prior to 5:00pm and extends beyond 8:00pm.
4. Meal allowance amount includes tip.
5. Receipts must be provided for all other expenses such as tolls, taxis, air travel, lodging, registration fees.

Reimbursable Meal	Travel Begins Before	Travel Extends Past
Breakfast	6:00 a.m.	8:30 a.m.
Lunch	11:30 a.m.	2:00 p.m.
Dinner	5:30 p.m.	8:00 p.m.

SELECT CITY LIST
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES
Effective October 1, 2025

Michigan Select Cities/Counties		
	CITIES	**COUNTIES**
	Ann Arbor, Auburn Hills, Beaver Island, Detroit, Grand Rapids, Holland, Leland, Mackinac Island, Midland, Muskegon, Petoskey, Pontiac, South Haven, Traverse City	Grand Traverse, Oakland, Wayne
Out of State Select Cities/Counties		
STATE	**CITIES**	**COUNTIES**
Alaska	All locations	
Arizona	Phoenix, Scottsdale, Sedona	
California	Antioch, Arcata, Barstow, Belmont, Concord, Eureka, Foster City, Fresno, Gualala, Mammoth Lakes, McKinleyville, Mill Valley, Monterey, Napa, Novato, Oakland, Ontairio, Palm Springs, Palo Alto, Point Arena, Sacramento, San Diego, San Francisco, San Jose, San Luis Obispo, San Mateo, San Rafael, Santa Barbara, Santa Cruz, Santa Monica, Santa Rosa, South Lake Tahoe, Sunnyvale, Tahoe City, Truckee, Victorville, Yosemite National Park	Los Angeles, Mendocino, Orange, Ventura
Colorado	Aspen, Aurora, Breckenridge, Colorado Springs, Crested Butte, Denver, Grand Lake, Gunnison, Silverthorne, Steamboat Springs, Telluride, Vail	
Connecticut	Bridgeport, Danbury, Groton, New London	
District of Columbia	Washington DC (See also Maryland & Virginia)	
Florida	Boca Raton, De Funiak Springs, Delray Beach, Ft Lauderdale, Fort Walton Beach, Jupiter, Key West, Miami, Sarasota	
Georgia	Atlanta, Brunswick, Jekyll Island	
Hawaii	All locations	
Idaho	Boise	
Illinois	Chicago, East St. Louis, Fairview Heights, O'Fallon	Cook, Lake
Kentucky	Kenton	
Maine	Bar Harbor, Kennebunk, Kittery, Rockport, Sandford	
Maryland	Baltimore City, Columbia	Montgomery, Prince George
Massachusetts	Boston, Burlington, Cambridge, Falmouth, Hyannis, Martha's Vineyard, Nantucket, Pittsfield, Woburn	Suffolk
Minnesota	Duluth, Minneapolis, St. Paul	
Missouri	St. Louis	
Nevada	Las Vegas	
New Jersey	Eatontown, Freehold, Newark, Princeton, Trenton	
New York	Albany, Floral Park, Garden City, Glens Falls, Great Neck, Kingston, Lake Placid, Melville, New Rochelle, New York City, Riverhead, Ronkonkoma, Tarrytown, White Plains	Bronx, Kings, Queens, Richmond, Suffolk
Ohio	Cincinnati	
Oregan	Bend, Lincoln City, Portland, Seaside	
Pennsylvania	Philadelphia	
Puerto Rico	All locations	
South Carolina	Charleston	
Tennessee	Brentwood, Franklin, Nashville	
Utah	Moab, Park City	
Vermont	Burlington, Manchester, Stowe, White River Junction	
Virginia	Alexandria, Fairfax, Falls Church	Arlington, Fairfax
Washington	Everett, Lynnwood, Ocean Shores, Pasco, Port Angeles, Port Townsend, Richland, Seattle, Spokane, Tacoma, Vancouver	
Wyoming	Jackson, Pinedale	