

## **Travel Policy Update: Consultant Meal Allowances**

On December 19, 2022, the Michigan Civil Service Commission approved changes to the State of Michigan Standardized Travel Regulations. These changes directly affect consultant reimbursement of meal costs.

### **Meal allowances for meal costs incurred on or after January 1, 2023:**

Any consultant performing services under a contract with MDOT and requesting a meal allowance reimbursement for meal costs incurred on or after January 1, 2023, may enter the full allowable meal allowance rate for the specific meal(s), regardless of the actual cost incurred for the meal. The meal allowance may not exceed the amounts set forth in the current State of Michigan Standardized Travel Regulations. This change suspends meal receipt requirements.

Current State of Michigan Travel Rate information can be found on [DTMB's Travel website](#).

### **Meal allowance for meal costs incurred on or before December 31, 2022:**

Any consultant performing services under a contract with MDOT and requesting a meal allowance reimbursement for meal costs incurred prior to January 1, 2023, must continue to submit reimbursement for the actual cost of the meal. The meal allowance may not exceed the amounts set forth in the current State of Michigan Standardized Travel Regulations.

Reimbursement requests for meal costs incurred prior to January 1, 2023, will continue to be subject to the submittal of receipts and audit, as per MDOT's policy.