

FY 2016 Per Diem GSA Meal Rates

Effective October 1, 2015 through September 30, 2016

Meal costs for any travel/training/meeting/exercise/etc. cannot exceed the GSA per diem rate for the specific municipality where the training/meeting/exercise took place.

The NW PA ERG will **ONLY** reimburse a person, an organization, or an agency UP TO the GSA per diem rates. Any costs incurred over these rates will have to be absorbed by the hosting agency or individual requesting reimbursement.

Below is a list of FY 2016 per diem rates for some of the most common municipalities in the Commonwealth. For cities/counties not listed below, please visit the GSA site to get the specific rates at <http://www.gsa.gov/portal/category/21287>.

Meals	Erie	Edinboro	Harrisburg	Indiana	Meadville	Oil City	Pittsburgh	Saegertown	Youngsville
Breakfast	\$12	\$11	\$16	\$11	\$11	\$11	\$12	\$11	\$11
Lunch	\$13	\$12	\$17	\$12	\$12	\$12	\$13	\$12	\$12
Dinner	\$24	\$23	\$31	\$23	\$23	\$23	\$24	\$23	\$23

Example for calculating meal cost for a training/meeting/exercise:

$$\begin{array}{l}
 \text{(Number of estimated participants)} \quad \times \quad \text{(the appropriate GSA meal rate)} \quad = \text{Budgeted meal cost} \\
 \\
 35 \text{ people} \quad \times \quad \$13 \text{ /person per day for lunch (Erie)} \quad = \mathbf{\$455.00} \\
 35 \text{ people} \quad \times \quad \$12 \text{ /person per day for breakfast (Erie)} \quad = \mathbf{\$420.00}
 \end{array}$$