

Memo

To: All Department Heads and Supervisors
From: Finance Department
Date: September 1, 2021
Re: 2022 GSA Meal Per Diem Rates

The U.S. General Services Administration (GSA) has set the Standard Meal Per Diem Rates for FY22 at \$59.00 for cities not listed for full day meal per diems, and \$44.25 for cities not listed for partial day meal per diems effective October 1, 2021 through September 30, 2022.

In accordance with policy, the City's rate will also remain at these per diem rates effective October 1, 2021. For the out-of-state and Texas meal per diem rates, see the additional attachments or visit the extranet site www.cosatx.us/extranet. Once logged into the extranet, view the travel rates and policies for the City on the Travel page.

For questions related to Travel contact Patricia Tafoya at (325) 657- 4270, extension 1224 or email patricia.tafoya@cosatx.us

Sincerely,



Tina Dierschke
Finance Director