

Relocation Allowances

§ 302-5.16

For	You are reimbursed
You and/or your spouse's subsistence expenses.	<p>One of the following two:</p> <p>(a) A per diem allowance at the standard CONUS rate (see http://www.gsa.gov/perdiem), for you and/or your spouse if you travel separately, or if you both travel together, the standard CONUS rate multiplied by 1.75), for the 10 days or less that your agency authorizes for you; or</p> <p>(b) Only if offered by your agency and chosen by you, a lump sum, as follows:</p> <p>(1) If you perform a househunting trip and your spouse does not, or if your spouse performs a househunting trip and you do not, multiply the applicable locality per diem rate by 5.00 (see http://www.gsa.gov/perdiem).</p> <p>(2) If you and your spouse both perform a househunting trip, together or separately, multiply the applicable locality per diem rate by 6.25 (see http://www.gsa.gov/perdiem).</p>

§ 302-5.14 What transportation expenses will my agency pay?

Your agency will authorize you to travel by the transportation mode(s) (e.g., airline, train, or privately owned automobile) it determines to be advantageous to the Government. Your agency will pay for your transportation expenses by the authorized mode(s). If you travel by any other mode(s), your agency will pay your transportation expenses not to exceed the cost of transportation by the authorized mode(s).

EFFECTIVE DATE NOTE: By FTR Amdt. 2011-01, 76 FR 18337, Apr. 1, 2011, § 302-5.14 was revised, effective Aug. 1, 2011. For the convenience of the user, the revised text is set forth as follows:

§ 302-5.14 What transportation expenses will my agency pay?

(a) Your agency will authorize you to travel by any transportation mode(s) (e.g., common carrier or POV) that it determines to be advantageous to the Government. Your agency will pay for your transportation expenses by the authorized mode(s). If you travel by one or more mode(s) other than the one(s) authorized by your agency, your agency will pay your transportation expenses up to the constructive cost of transportation by the authorized mode(s). For trips of less than 250 miles, your agency will authorize travel by POV, unless there are reasons for not using a POV that are acceptable to the agency (e.g., traveler is physically impaired, does not own or lease a POV, has only one POV that is used for family transportation, or the

POV is not roadworthy for such a trip). POV mileage reimbursement will be in accordance with § 302-4.300 of this chapter.

(b) Unless the agency performs a written cost comparison that demonstrates cost savings, only common carrier may be authorized for trips with a distance of 250 miles or more.

§ 302-5.15 Must I document my househunting trip expenses to receive reimbursement?

To receive reimbursement for househunting trip transportation expenses you must itemize your transportation expenses and provide receipts as required by §§ 301-11.25, 301-11.306 and 301-52.4(b) of chapter 301. For fixed amount househunting trip subsistence reimbursement, you do not need to document your subsistence expenses. For per diem househunting trip subsistence expense reimbursement, you must itemize your lodging expenses and you must provide receipts as required by §§ 301-7.9(b), 301-11.25, 301-11.306 and 301-52.4(b) of chapter 301.

[FTR Amdt. 98, 66 FR 58196, Nov. 20, 2001, as amended by FTR Amdt. 108, 67 FR 57969, Sept. 13, 2002]

EFFECTIVE DATE NOTE: By FTR Amdt. 2011-01, 76 FR 18337, Apr. 1, 2011, § 302-5.15 was amended by removing the words "fixed amount" and adding the words "lump sum" in its place, effective Aug. 1, 2011.

§ 302-5.16 May I receive an advance of funds for househunting trip expenses?

Your agency may authorize an advance of funds, in accordance with § 302-2.20 of this chapter, for your househunting trip expenses. Your agency may not advance you funds in excess of the sum of your anticipated transportation costs and either the maximum per diem allowable under part 302-4 of this chapter for the location and duration of your househunting trip or your fixed amount househunting trip subsistence expenses payment, whichever applies.

EFFECTIVE DATE NOTE: By FTR Amdt. 2011-01, 76 FR 18337, Apr. 1, 2011, § 302-5.16 was amended by removing "§ 302-2.20" and adding "§§ 302-2.22, 302-2.23, and 302-2.24" in its place and by removing the words "fixed amount" and adding the words "lump sum" in their place, effective Aug. 1, 2011.