

## SUBCHAPTER F—MISCELLANEOUS ALLOWANCES

### PART 302–16—ALLOWANCE FOR MISCELLANEOUS EXPENSES

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AUTHORITY: 5 U.S.C. 5738; 20 U.S.C. 905(a); E.O. 11609, as amended, 3 CFR, 1971–1975 Comp., p. 586.

SOURCE: FTR Amdt. 98, 66 FR 58196, Nov. 20, 2001, unless otherwise noted.

#### Subpart A—General

NOTE TO SUBPART A: Use of pronouns “I”, “you”, and their variants throughout this subpart refers to the employee, unless otherwise noted.

#### § 302–16.1 What is the purpose of the miscellaneous expenses allowance (MEA)?

The miscellaneous expenses allowance (MEA) is intended to help defray some of the costs incurred due to relocating. (See part 302–10 of this chapter for specific costs normally associated with relocation of a mobile home dwelling that are covered under transportation expenses.)

[FTR Amdt. 2011–01, 76 FR 18345, Apr. 1, 2011]

#### § 302–16.2 What are miscellaneous expenses?

Miscellaneous expenses are:

- (a) Costs associated with relocating that are not covered by other relocation benefits detailed in Chapter 302.

(b) Expenses allowable under this section include but are not limited to the following, and similar, items:

General expenses	Fees/deposits	Losses
Appliances .....	Fees for disconnecting/connecting utilities, appliances, equipment, or conversion of appliances for operation on available utilities.	
Rugs, draperies, and curtains .....	Fees for cutting and fitting such items when they are moved from one residence quarters to another.	
Utilities (For mobile homes, see § 302–10.204).	Deposits or fees not offset by eventual refunds.	
Medical, dental, and food locker contracts.	.....	Losses that cannot be recovered by transfer or refund and are incurred due to early termination of a contract.
Private Institutional care contracts (such as that provided for handicapped or invalid dependents only).	.....	Losses that cannot be recovered by transfer or refund and are incurred due to early termination of a contract.
Privately-owned vehicles .....	Registration, driver’s license, and use taxes imposed when bringing vehicles into certain jurisdictions.	

General expenses	Fees/deposits	Losses
Transportation of pets .....	The only costs included are those normally associated with the transportation and handling of dogs, cats, and other house pets, as well as costs due to stringent air carrier rules. Other animals (horses, fish, birds, reptiles, various rodents, etc.) are excluded because of their size, exotic nature, restrictions on shipping, host country restrictions, and special handling difficulties. Inoculations, examinations, and boarding quarantine costs are excluded.	

[FTR Amdt. 2011-01, 76 FR 18345, Apr. 1, 2011]

**§ 302-16.3 Who is and is not eligible for a MEA?**

See the following table for eligibility of MEA:

Employees eligible for MEA	Employees not eligible for MEA
(a) Your agency authorized/approved a relocation or a TCS; and. (b) You discontinued and established a residence in connection with your relocation or TCS; and. (c) You meet the applicable eligibility conditions in part 302-1 of this chapter; and. (d) You signed the required service agreement in part 302-1 of this chapter.	(a) A new appointee. (b) Authorized SES "last move home" benefits, (c) Assigned under the Government Employees Training Act (5 U.S.C. 4109), or (d) Returning from an overseas assignment for separation from Government service.

**§ 302-16.4 Must my agency authorize payment of a MEA?**

Yes, if you meet the applicable eligibility conditions in §302-16.3, your agency must authorize payment of a MEA.

**Subpart B—Employee's Allowance for Miscellaneous Expenses**

**§ 302-16.100 How will I receive the MEA?**

You will be reimbursed your MEA in accordance with your agency's internal travel policy.

**§ 302-16.101 May I receive an advance of funds for MEA?**

No, your agency must not authorize an advance of funds for MEA.

**§ 302-16.102 What amount may my agency reimburse me for miscellaneous expenses?**

The following amounts will be paid for miscellaneous expenses without support or documentation of expenses:

- (a) Either \$650 or the equivalent of one week's basic gross pay, whichever is the lesser amount, if you have no immediate family relocating with you; or
- (b) \$1,300 or the equivalent of two weeks' basic gross pay, whichever is the lesser amount, if you have immediate family members relocating with you.

[FTR Amdt. 98, 66 FR 58196, Nov. 20, 2001, as amended by FTR Amdt. 2011-02, 76 FR 35111, June 16, 2011]

**§ 302-16.103 May I claim an amount in excess of that prescribed in §302-16.102?**

Yes, you may claim an amount in excess of that prescribed in §302-16.12 if authorized by your agency; and

- (a) Supported by acceptable statements of fact, paid bills or other acceptable evidence justifying the amounts claimed; and
- (b) The aggregate amount does not exceed your basic gross pay (at the time you reported for duty, at your new official station) for:
  - (1) One week if you are relocating without an immediate family; or
  - (2) Two weeks if you are relocating with an immediate family.

NOTE TO §302-16.103: The amount authorized cannot exceed the maximum rate of grade GS-13 provided in 5 U.S.C. 5332 at the time you reported for duty at your new official station.