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SECTION: Academic Affairs

SUBJECT: Reimbursement for International Travel

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Policy for: USC Upstate

Procedure for: USC Upstate

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Current reimbursement for meals for domestic travel is \$32 a day. Historically, reimbursement for international travel has not been clear or consistent, and the domestic rate is an insufficient amount in most countries. Our TAPS grant website links to a USC Columbia Sponsored Awards Management website which provides federal rates from the U.S. State Department for each country:

[https://aoprals.state.gov/web920/per\\_diem\\_action.asp?MenuHide=1&CountryCode=0000](https://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=0000).

These are rates to be included in grant proposals; for other travel they are the upper limits but not mandated rates. In order to be fair and consistent, but also to be responsible stewards of our resources, USC Upstate will reimburse meals at the rate of \$75 per day for international trips by faculty members.