

NEBRASKA

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DEPT. OF ADMINISTRATIVE SERVICES



Jim Pillen, Governor

September 30, 2024

To: AS State Accounting Financial Contacts
AS State Accounting ICC
AS State Accounting Pre-Auditors
AS State Accounting Everyone

From: Philip Olsen, Administrator
DAS State Accounting

CC: Neil Sullivan, State Budget Administrator
Dept. of Administrative Services

Subject: 2024-2025 Per Diem Meal Rate Update

State Statute § 81-1174 provides that requests for any meal expense incurred during travel status shall be paid or reimbursed pursuant to a percentage of the per diem rates of the federal General Services Administration (GSA).

Effective October 1, 2024, the federal GSA Per Diem rates are changing. Both the standard rate tiers, and Omaha rates are increasing. You will generally see a \$5 - \$7 daily increase for travel within Nebraska.

The Administrative Services Expense Reimbursement Document (ERD) has been revised to reflect these rate changes. Please make sure to use an ERD with the updated rates for all State business travel activity beginning on or after October 1, 2024. The updated ERD is available at: [DAS Forms & Documents](#).

Please contact DAS teammate Nyla Thomsen (nyla.thomsen@nebraska.gov) or Gail Witzki (gail.witzki@nebraska.gov) if you have any questions.

Philip J. Olsen

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