



MEMORANDUM

To: NEW Solutions Program Enrollees, NEW Solutions Staff, Monitors and Coordinators

From: Linda Holiman, CFO

Subject: Lodging Per Diem Rate

Effective Date: January 1, 2023

Beginning January 1, 2023, NEW Solutions will reimburse up to 200% of the published GSA per diem rate that can be used for lodging, excluding room taxes, while on official government travel. Reimbursement is based on actual lodging costs incurred.

NEW Solutions will no longer require a written justification from the monitor for lodging rates that exceed up to 200% of the GSA per diem. Please note: Lodging costs exceeding 200% of the GSA per diem rate will not be eligible for reimbursement.

Examples are provided below:

| | Example 1 | Example 2 | Example 3 |
|--------------------------------------|--------------|-------------|--------------|
| GSA lodging Rate | \$123 | \$123 | \$123 |
| Actual lodging rate, excluding taxes | \$140 | \$95 | \$250 |
| 200% of GSA rate | \$246 | \$246 | \$246 |
| Allowed rate | \$140 | \$95 | \$246 |