



CalFresh Healthy Living, University of California Program Directive No. 2022-04

TO: All Counties – ANR County Directors, Advisors, CalFresh Healthy Living, University of California Employees

FROM: Kamaljeet Singh-Khaira, M.S., CalFresh Healthy Living, University of California Director

DATE: September 20, 2022

SUBJECT: ***Clarification of Meal & Incidental Reimbursement Rate for CalFresh Healthy Living, UC Programs***

The University of California recently announced an increase to the meal and incidental reimbursement rate for travel under 30 days within the lower 48 states, effective September 9, 2022. **Due to USDA and CDSS budget limitations, the CFHL, UC program will continue to follow the meal and incidental reimbursement rate of \$62 per day until further notice.**

As a reminder, there must be an overnight stay to claim meal reimbursement and meal reimbursement may only be claimed for the amount of actual expenses incurred (not to exceed \$62 per day).

The UC ANR Business Operations Center (BOC) Business Partner Teams who will be reviewing and approving all AggieExpense reports will return any reports that do not follow the meal and incidental reimbursement rate for CFHL, UC.

Additionally, CFHL, UC is still required to follow the State of California's Travel and Reimbursement policy for hotels and accommodations as defined by the State of California Department of Human Resources (CalHR). Please refer to [CFHL, UC Program Directive 2018-01](#) on the [CFHL, UC website](#) for additional information.

If you have any questions regarding this Program Directive, please contact the CFHL, UC State Office.

Thank you,

Kamaljeet Singh-Khaira, M.S.
CalFresh Healthy Living, University of California Director