**2016 Florida Legislature House Bill 5003 – Changes to Travel Requirements - sent on Travel Listserv 09/23/2016**

The 2016 Florida Legislature passed House Bill 5003, and as per section 120 provided below, lodging expenses paid with state funding may not exceed $150 for travel to events organized or sponsored by a state agency.

***“Section 120.*** *In order to implement appropriations in the 2016-2017 General Appropriations Act for state employee travel and notwithstanding s. 112.061, Florida Statutes, costs for lodging associated with a meeting, conference, or convention organized or sponsored in whole or in part by a state agency or the judicial branch may not exceed$150 per day. An employee may expend his or her own funds for any lodging expenses in excess of $150 per day. This section expires July 1, 2017.”*

This only applies to lodging expenses paid using state funding, for University of South Florida employees that attend an event that the University of South Florida is sponsoring or organizing. Lodging can be paid for up to $150 using state funding. Amount exceeding $150 may be paid through an alternative funding source.

Travelers and Department personnel should ensure that the requirements of this law are met when organizing events, making arrangements for travel and submitting expense reports.

For more details on this click <https://www.flsenate.gov/Session/Bill/2016/5003/BillText/er/PDF>

Please share with others in your department or in other departments who would need to be aware of this change.

If you have any questions, please contact the Travel Help Desk at [travelhelp@usf.edu](mailto:travelhelp@usf.edu) .