United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

FINANCIAL MANAGEMENT MEMORANDUM 2011- 018 (Vol.X.E.) **AUG 16 2011**

To: Bureau Assistant Directors for Administration
Bureau Chief Financial Officers

From: Douglas A. Glenn D.A. Glenn
Deputy Chief Financial Officer and Director
Office of Financial Management

Subject: Permanent Change of Station Lump Sum Miscellaneous Expense Reimbursement Increase

Effective July 18, 2011, the General Services Administration will increase the amount a transferring employee, with relocation entitlement, may claim under the lump sum reimbursement method.

The rates have changed from $500 for a single employee and $1,000 for an employee with a dependent family; to $650 for a single employee and $1,300 for an employee with a dependent family.

If you have questions concerning this increase contact Robert Smith, at Robert_smith@ios.doi.gov or by phone at (202) 208-5684.

cc: Finance Officers Partnership