

A Calculation Tool for Payments to Government Officials for RWJF Consultants and Expenditure Responsibility Grantees

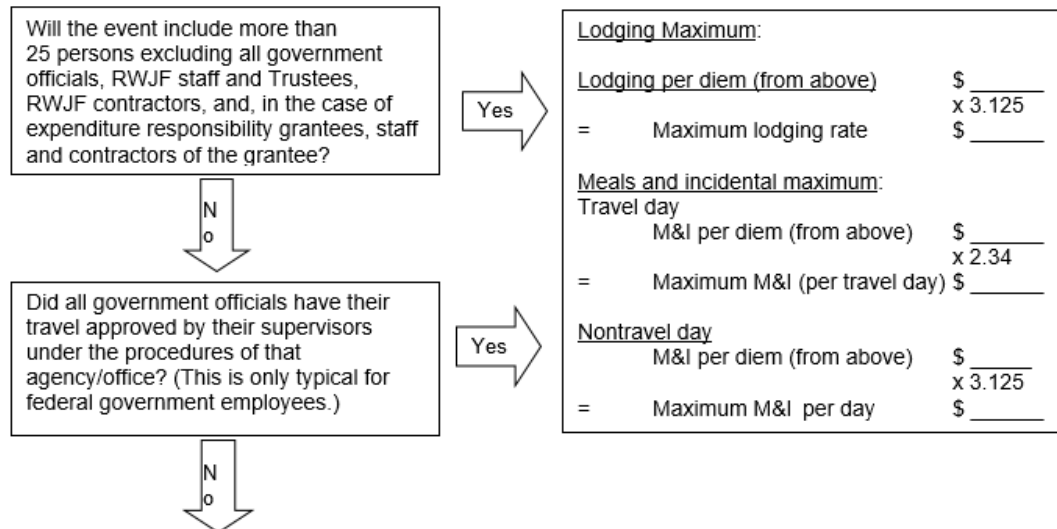
| Type of Expense | Limit |
|---|--|
| Honorarium or stipend | None permitted |
| Gifts or event favors | \$25 total per calendar year |
| Transportation (e.g., airfare, ground transportation) | Actual travel expenses (paid directly or reimbursed) for domestic travel |
| Lodging | See chart below |
| Meals and incidentals (M&I) | See chart below |

Lodging, Meals, and Incidentals

1. Determine the federal per diem for the event location and event month (www.gsa.gov/perdiem).

Lodging per diem \$ _____
M&I per diem \$ _____

2. Determine the applicable "Foundation Limit" on payment of or reimbursement of expenses. Note that M&I maximums include food, drinks, taxes, service fees, gratuities, and the event room rental costs if the room is used primarily for meals.



| Lodging | M&I — Travel Day | M&I — Nontravel Day |
|--|--|--|
| Lodging per diem (from above) \$ _____ x 1.25 | M&I per diem (from above) \$ _____ x 0.93 | M&I per diem (from above) \$ _____ x 1.25 |
| Maximum lodging rate \$ _____ | Maximum M&I per travel day \$ _____ | Maximum M&I per nontravel day \$ _____ |