

**Southwest Minnesota Regional Radio Board
User Committee Mileage Reimbursement Policy
March 25, 2009**

It shall be the policy of the Southwest Minnesota Regional Radio Board that certain mileage expenses for the user committee shall be reimbursed as follows:

- 1. All requests for reimbursement of expenses shall be on a form approved by the Southwest Minnesota Regional Radio Board (attached hereto) and submitted on a quarterly basis to the appropriate representative of the administrative fiscal agent. (Lyon County)**
- 2. All requests for reimbursement shall be processed in accordance with the standard policies of the administrative agent.**
- 3. The mileage reimbursement is for members of the user committee who do not already get reimbursed from the County they represent.**

Reimbursement of expenses for mileage will be based upon the Commissioner's Plan, as provided for in MN Statutes, Section 15.0575. The reimbursement rates and policies that are authorized by and/or included in the most recent version of that Plan are summarized below.

Federal Mileage rate, effective January 1, 2009	\$.55 cents per mile
--	-----------------------------

The rates contained in this policy will be modified as changes are posted by the State of Minnesota and approved by the Southwest Minnesota Regional Radio Board. It shall be the general policy of the Board to adopt reimbursement rate modifications consistent with effective dates of the commissioner's Plan adopted by the State of Minnesota, however the Board retains the authority to set the effective date for all changes and modifications to this policy in a manner consistent with the best interests of the Southwest Minnesota Regional Radio Board.

Reimbursement of expenses under this policy is limited by the availability of funds for this purpose specifically budgeted by the Southwest Minnesota Regional Radio Board or obtained from grant sources dedicated to payment of expenses consistent with this policy and grant requirements.