**WYOMING ARMY NATIONAL GUARD**
**JOINT FORCES HEADQUARTERS**
OFFICE OF THE ASSISTANT ADJUTANT GENERAL - ARMY 5410 BISHOP BOULEVARD
CHEYENNE, WYOMING 82009

NGWY-AAG 28 June 2022

**POLICY MEMORANDUM #22-14**

MEMORANDUM FOR WYARNG Units and Traditional Soldiers

SUBJECT: IDT Travel Reimbursement

1. References.

   a. Joint Travel Regulations (JTR), 01 April 2022. IDT outside the normal commuting distance (CH3-032304)

   b. ARNG Budget Execution Guidance (BEG), version 7, 25 March 2022

2. Purpose. The purpose of this program is to reimburse Soldiers that travel a great distance to drill for fuel/flight costs in order to reduce their personal cost.

3. Execution.

   a. Eligibility: Traditional Soldiers and Technicians, all ranks, who perform IDT that requires them to commute **150** miles or greater (one way) are authorized reimbursement for mileage expenses.

   b. Transportation: Transportation cost to and from the assigned IDT location, including transportation between home and IDT location and between the IDT location and actual training location, if group transportation is not available. If a privately owned vehicle (POV) is used, reimbursement is at the “other mileage rate” (.18cents/mile) for the official distance to and from the IDT location.

   c. Allowance: Inactive Duty Training Travel Reimbursement Program (IDT-TRP) will only be used to support Soldiers traveling to scheduled statutory assemblies (not for ATPs/RMPs). Maximum reimbursement for eligible members is limited to $500 per round trip to their unit of assignment. No more than 12 round trips will be authorized for reimbursement in a single fiscal year. If IDT report location is other

than unit of assignment and is under 150 miles (one way) then Soldier is not authorized reimbursement.

d. DTS: Traveler will input Other Mileage Rate (.22 cents/mile) per the Joint Travel Regulation (JTR).

e. Annual Training (AT): If AT is conducted in the same month as IDT, the AT travel order will be utilized. Cannot use IDT travel in conjunction with AT

4. Coordinating Instructions.

a. Unit will input DTS authorization (per job aid) for select Soldiers 30 days prior to IDT travel.

b. Air travel: travel will be reimbursed up to $500 for total air fare and not to exceed .18cents/mile if compared to actual driving miles (input DTS per job aid).

c. Car Pooling: Owner of vehicle that is utilized for IDT travel is only one authorized mileage reimbursement.

d. This is a test program thru TY23 and is dependent on availability of funds and will be terminated if funds are not available.

5. The point of contact for this memorandum is MAJ Paul Leoni at 307-772-5195 or paul.j.leoni.mil@army.mil.

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