

How do I receive payment for my living quarters expenses?

LQA is paid biweekly via the Leave & Earning Statement. The allowance is computed and paid at annual rates, divided by the number of days in the calendar year to obtain a daily rate, and then the daily rate is multiplied by 14 to obtain a biweekly rate. There are **26 pay periods** in a calendar year.

Example: Rent 1000,00 Euro, reimbursable utilities 500,00 Euro. Total monthly reimbursable expenditures = 1500,00 Euro. Annual expenditure $1500,00 \times 12 = 18,000$ Euro.

Daily expenditure: $18,000 \text{ Euro} \div 365(6) \text{ days} = 49.32$ Euro.

Biweekly rate $49.32 \times 14 \text{ days} = 690.41$ Euro.

Expenditures are submitted by CHRA-E in local currency and are converted by DFAS to Dollars. DFAS adjusts payments according to exchange rates, maximum LQA rates as identified in the DSSR and actual expenditures, so the rate of LQA may look different with each paycheck. LQA is not taxed.

Most common mistake made: Adding 2 pay periods together to derive at a monthly amount received.