

# Helpful Web Links

The SSC T&E Team has compiled a list of helpful web links for Chrome River Users and Travelers to reference while completing travel planning, and reports in Chrome River.

- [CAPP Manual Topics 20335 & 20336:](#)
  - Use as a reference for State policies pertaining to Travel expenses.
- [FedRooms Tool:](#)
  - Use to find compliant hotel rooms for travelers while on official State and College business.
- [USPS Zip Code Verification Tool:](#)
  - Use to verify the physical lodging location.
- [Federal GSA Per Diem Calculator](#) or [GSA Per Diem Rates:](#)
  - Use to determine the applicable GSA rates based on physical lodging location.
- [DGS – OFMS Trip Calculator:](#)
  - Use to calculate cost beneficial analysis (cost comparison of rental vehicle and personal vehicle)
- [Proration Calculator:](#)
  - Use to calculate prorate lodging tax/fees.
- [UDS Foreign Per Diem Rates:](#)
  - Use to determine the applicable international GSA rates.

Additional resources are located on the [SSC T&E Public Site](#).

Assistance is available by the SSC Help Center at 540-591-4000; 877-340-5577; [help@ssc.vccs.edu](mailto:help@ssc.vccs.edu)