

Reimbursement of Home Internet Service Cost

Question: Will home internet services be reimbursed for employees who perform their work remotely?

Answer: Incremental internet service expenses incurred by an employee is a legitimate business expense. For example, if an employee currently does not have internet services and must now pay for internet services, the entire cost is reimbursable. Likewise, if an employee must upgrade to a higher level of service (faster, more reliable) then the difference in cost between the original plan and new plan is reimbursable. These types of costs should be tracked separately (using the unit's Fund 275, G/P 50700099 WhoKey). Please note that it is likely the cost will ultimately need to be funded from a departmental funding source (not central funding or insurance/FEMA reimbursement).