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**ALL AGENCY MEMO - 2024-01**

January 16, 2024

To: All Agencies

From: Amy Stephenson, Director 

Subject: Modified State Mileage Reimbursement Rate

The federal government has recently increased the standard mileage rate for transportation expenses from \$0.655 per mile to \$0.67 per mile. The allowable State mileage rate for the use of personal vehicles in the conduct of State business either at the direction of the State agency or for the personal convenience of the employee is adjusted periodically to reflect the allowable federal rate. Based on the change in the federal standard mileage rate, the State mileage reimbursement rates are as follows:

1. For an employee using his/her own vehicle for the State's convenience, the mileage reimbursement rate **from \$0.655 per mile to \$0.67 per mile.**
2. For an employee using his/her own vehicle for the employee's convenience, the employee will be reimbursed at one-half the standard mileage reimbursement rate, which has been **increased from \$0.3275 per mile to \$0.335 per mile.**

The rates are **effective January 1, 2024** and will remain in effect through the remainder of the calendar year. The GSA rate tables are located at:

[http://www.gsa.gov/portal/content/100715.](http://www.gsa.gov/portal/content/100715)