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ALL AGENCY MEMO - 2020-01

January 2, 2020

To: All Agencies
From:  Susan Brown, Director
Subject: State Mileage Reimbursement Rate

The federal government has recently decreased the standard mileage rate for transportation expenses from 58 cents per mile to 57.5 cents 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. On the basis of the change in the federal standard mileage rate, the State mileage reimbursement rates are as follows:

1. For an employee using his/her own personal vehicle for the State's convenience, the mileage reimbursement rate has **decreased from 58 cents per mile to 57.5 cents per mile.**
2. For an employee using his/her own personal vehicle for the employee's convenience, the employee will be reimbursed at one-half the standard mileage reimbursement rate, which has been **decreased from 29 cents per mile to 28.75 cents per mile.**

The rates are **effective January 1, 2020** and will remain in effect throughout the calendar year. The GSA rate tables are located at: <http://www.gsa.gov/portal/content/100715>.