

INTER-OFFICE MEMORANDUM

Office of Accounts and Control

TO: Chief Financial Officers
All State Agencies

DATE: December 23, 2013

FROM: Marc A. Leonetti
State Controller

SUBJECT: DECREASED MILEAGE REIMBURSEMENT RATE
CFO 14-02

Effective **January 1, 2014**, the rate used to reimburse State employees for use of their personally owned vehicles on state business will decrease to from \$0.565 per mile to **\$0.56** per mile. Please note that the State reimbursement rate is adjusted according to the rate set by the federal General Services Administration (GSA). The GSA has recently adjusted their rate to the Internal Revenue Service rate of \$0.56 per mile.

This rate of \$0.56 per mile should also be used to reimburse volunteers who use their own vehicles on state business.

All in-state reimbursement forms have been updated and can be found on the Controller's website.