

Monmouth University
Office of the Vice President for Finance

MEMORANDUM

To: The University Community

From: William G. Craig
Vice President for Finance

Re: **Mileage Reimbursement Rate for Business Use of Personal Vehicles**

Date: January 9, 2020

The IRS recently announced the standard mileage rates for 2020. Based on this information, the University's mileage reimbursement rate for business use of personal vehicles will be decreased to 57 cents per mile for 2020. This decrease is effective as of January 1, 2020. For travel before that date, reimbursement will continue at the 2019 rate of 58 cents per mile. Detailed information on reimbursable expenses is included in the University Travel Policy.

file: policy – mileage reimbursement rate 2020 – 1-9-2020