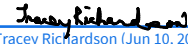


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Tracey L. Richardson
Assistant Vice Chancellor/Controller

562-951-4540
trichardson@calstate.edu

Date: June 10, 2022
To: Chief Administrators and Business Officers
From: Tracey L. Richardson 
Tracey Richardson (Jun 10, 2022 15:14 PDT)
Assistant Vice Chancellor/Controller, Financial Services
Re: Mileage Reimbursement Rate for Remainder of 2022

Effective July 1, 2022, the IRS announced an increase in the standard mileage rate for the final six (6) months of 2022. The standard mileage rate has increased to 62.5 cents per mile for business travel, an increase from 58.5 cents per mile.

Miles driven for moving purposes will be reimbursed at 22 cents per mile, increased from 18 cents per mile.

The California State University will adhere to the increase per IRS guidelines due to recent gasoline price increases. This is a special adjustment imposed by IRS for the final months of 2022.

The CSU Travel and Business Expense Reimbursements Policy and related procedures do not address specific issues related to taxability of reimbursed expenses. Please refer to the SCO Payroll Procedures Manual (PPM) for guidance, and tax reporting instructions, as appropriate.

Questions regarding travel procedures may be directed to Ann Avery, Chancellor's Office Accounts Payable at (562) 951-4534 or email: aavery@calstate.edu.

cc: Steve Relyea, Executive Vice Chancellor and Chief Financial Officer
Financial Officers Association
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