

GLENDALE COMMUNITY COLLEGE DISTRICT

ADMINISTRATIVE SERVICES

MEMORANDUM

Date: August 8, 2022
To: All District Employees
From: Amir Nour, Interim VP, Administrative Services
Subject: Revised Local Mileage Reimbursement Rate

The Internal Revenue Service (IRS) has announced that effective **July 1, 2022**, the standard business mileage reimbursement rate for 2022 is increasing to **62.5 cents per mile**. All mileage reimbursements incurred on or after July 1, 2022, are eligible for the new rate. Mileage occurring between January 1, 2022 and June 30, 2022 will be reimbursed at 58.5 cents per mile.

Mileage occurring between July 1, 2021 and December 31, 2021 will be reimbursed at 56.0 cents per mile in accordance with the District's Administrative Regulation 7401 which states: "Authorized mileage reimbursement for use of personal cars shall be reimbursed at the then current IRS per mile rate".