



CONTRACTS & GRANTS OFFICE

SANTA BARBARA, CALIFORNIA 93106-9490

January 8, 2018

To: Campus Community  
Fr: Annette Gonzales, AP/Travel Supervisor  
Re: Mileage Reimbursement Rate Changes Effective January 1, 2018

Greetings,

The University's mileage reimburse rates for expenses incurred in connection with the business use of a private automobile for travel will **increase** in accordance with the Internal Revenue Service standard mileage rates published in [IRS Notice 2018-03](#).

The following new rates are effective for expenses incurred on or after January 1, 2018:

- The reimbursement rate for the use of a private automobile for University business travel will **increase** from 53.5 cents a mile to 54.5 cents a mile.
- The reimbursement rate for driving or shipping an automobile in connection with a move or relocation will **increase** from 17 cents a mile to 18 cents a mile.

Business and Finance Policy G-28, Travel Regulations, will be revised to include the mileage rate change. If you have any questions please contact Annette Gonzales at [\(805\) 893-7037](tel:8058937037) or [annette.gonzales@bfs.ucsb.edu](mailto:annette.gonzales@bfs.ucsb.edu).

Thank you.

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