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**Subject:** 2016 Mileage Reimbursement Rates  
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Section 81-1176 provides that Administrative Services shall set the mileage rate used to reimburse State employees for use of a personal vehicle in conducting business for the State of Nebraska.

Effective January 1, 2016, the standard reimbursable mileage rate will be 54¢ per mile for use of a personal vehicle, 50¢ for a motorcycle, and \$1.29 for use of a privately-owned aircraft. Additionally, the non-taxable portion of the allowance for moving/relocation expense will be 24¢ per mile. All other information regarding personal vehicle mileage remains the same.

Administrative Services web sites for State Accounting Travel Policy 1 (Air Travel); Travel Policy 7 (Personal Automobiles); General Policy 10 (Moving Expense); and the Expense Reimbursement Document (ERD) form will be revised to reflect these rate changes. Please make sure to use an ERD with the updated rates for all State business travel activity beginning on or after January 1, 2016.

If you have any questions, please let me know.

Thank you,

**Jerry Broz** | Administrator – State Accounting

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