

NEBRASKA

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DEPT. OF ADMINISTRATIVE SERVICES

December 29, 2023



Jim Pillen, Governor

To: State Accounting Financial Contacts
State Accounting Internal Control Coordinators
State Accounting Pre-Auditors
All State Accounting Staff

From: Philip Olsen, Administrator
DAS State Accounting

CC: Jason Jackson, Director
Dept. of Administrative Services

Subject: 2024 Mileage Reimbursement Rate Update

State statute 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, 2024, the standard reimbursable mileage rate will be \$0.67 per mile for use of a personal vehicle. The updated motorcycle rate is \$0.65 per mile, and privately-owned aircraft is \$1.76 per mile. Additionally, the allowance for moving/relocation expense will be \$0.21 per mile. All other information regarding personal vehicle mileage remains the same.

Administrative Services website for State Accounting Travel Policy 1 (Air Travel); Travel Policy 7 (Personal Automobiles); and General Policy 10 (Moving Expense) will be revised to reflect these rate changes. The Expense Reimbursement Document (ERD) will also be updated for new personal vehicle mileage rate. Please make sure to use an ERD with the updated rate for all State business travel activity beginning on or after January 1, 2024, found at [DAS Website: Forms & Documents \(nebraska.gov\)](https://www.nebraska.gov/das/forms-and-documents)

Please contact Nyla Thomsen (nyla.thomsen@nebraska.gov) or Gail Witzki (gail.witzki@nebraska.gov) if you have any questions.

Thank you,

A handwritten signature in cursive script that reads "Philip J. Olsen".

Philip J. Olsen, CPA, C.L.S.S.E.G.B.

Administrator

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