

**Financial Services**  
401 Golden Shore, 5th Floor  
Long Beach, CA 90802-4210

**Tracey L. Richardson**  
Assistant Vice Chancellor/  
Controller

562-951-4540  
trichardson@calstate.edu

[www.calstate.edu](http://www.calstate.edu)

**DATE:** December 17, 2021

**TO:** Chief Administrators and Business Officers

**FROM:** Tracey L. Richardson  
Assistant Vice Chancellor/Controller

**SUBJECT:** Mileage Reimbursement Rate for 2022

  
Tracey Richardson (Dec 17, 2021 14:17 PST)

The California State University will adhere to IRS guidelines for standard mileage rate for business travel occurring on or after January 1, 2022. The IRS mileage rate for calendar year 2022 will be 58.5 cents per mile, which is an increase from the 2021 rate of 56 cents per mile.

Miles driven for moving purposes will be reimbursed at 18 cents per mile, increased from 16 cents per mile.

The Travel 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](mailto:aavery@calstate.edu)

cc: Steve Relyea, Executive Vice Chancellor and Chief Financial Officer  
Financial Officers Association Member  
Systemwide Accounts Payable

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**CSU Campuses**  
Bakersfield  
Channel Islands  
Chico  
Dominguez Hills  
East Bay

Fresno  
Fullerton  
Humboldt  
Long Beach  
Los Angeles  
Maritime Academy

Monterey Bay  
Northridge  
Pomona  
Sacramento  
San Bernardino  
San Diego

San Francisco  
San José  
San Luis Obispo  
San Marcos  
Sonoma  
Stanislaus