



**Office of Financial Services  
University of Massachusetts Medical  
School  
333 South Street, Suite 290  
Worcester, MA 01545  
508.856.4192 (office) 508.856.5188 (fax)**

**To:** Department Heads, Faculty, Administrators & Administrative Staff  
**From:** Jennifer Robinson, Controller  
**Subject:** Mileage Reimbursement Rate - CY 2020  
**Date:** January 1, 2020

Effective for mileage expenses incurred on and after January 1, 2020, the Standard Mileage Reimbursement Rate for the use of a personal vehicle in the conduct of University business shall be fifty-seven and one-half cents (57.5¢) per mile. The reimbursement rate is set pursuant to Board of Trustee Policy T92-031 which states that the University Treasurer shall set rates at the levels established by the United States Internal Revenue Service.

The mileage reimbursement rate will be updated in the PeopleSoft Expense Module to the appropriate rate for travel occurring after December 31, 2019.