



STATE OF IDAHO  
OFFICE OF THE STATE CONTROLLER  
BRANDON D WOOLF

## Memorandum

**TO:** Agency Directors and Financial Officers  
**FROM:** Brandon D Woolf, Secretary to the State Board of Examiners  
and State Controller  
**DATE:** December 30, 2015  
**SUBJECT:** Amendment of State Mileage Reimbursement Rate  
Effective January 1, 2016.

As of January 1, 2016, the state mileage reimbursement rate will be lowered from 55.5 cents per mile to 54 cents per mile. The federal standard mileage rate for the use of a car (also vans, pickups, or panel trucks) will be 54 cents per mile for business miles driven, down from 57.5 cents.

The state mileage rate was last altered on July 1, 2012, to 55.5 cents per mile. Idaho Code Section 67-2008(1)(c) provides that the state mileage reimbursement rate cannot be higher than the allowable federal rate set by the Internal Revenue Service.

This change was approved via buck slip by the State Board of Examiners, comprised of the Governor, Attorney General, and Secretary of State on December 29, 2015. The amendment will be ratified at the regular State Board of Examiners meeting on January 19, 2016.

To view the full State Travel Policy and Procedures document, you can visit the State Controller's website at: <http://www.sco.idaho.gov/web/sbe/sbeweb.nsf/pages/trvlpolicy.htm>

If you have any questions regarding these policies or procedures, my staff will be pleased to assist you at (208) 334-3100 or e-mail the Board of Examiners at [brdexam@sco.idaho.gov](mailto:brdexam@sco.idaho.gov).

Sincerely,

A handwritten signature in blue ink that reads "Brandon D Woolf".

Brandon D Woolf  
State Controller