



To: Campus Community

From: Liza Larsen, Deputy CFO and Controller

Date: December 30, 2021

Subject: Mileage Reimbursement Rate Change, Effective January 1, 2022

The Internal Revenue Service has issued new mileage reimbursement rates; therefore, effective January 1, 2022 Metropolitan State University of Denver's new mileage rate will be \$0.53 a mile, which is up from \$0.50 a mile. Please be advised that this rate is effective for travel that occurs on or after January 1, 2022. If you travel before January 1st and submit your reimbursement after January 1st you will be reimbursed at the old rate.

All travel plans should follow guidelines from the [CDC](#), [Colorado Department of Public Health](#), and the [City of Denver](#), and all travel must have the required departmental and University pre-approvals. Please contact Terri McLaggan if you have any questions related to this change. Thank you.