



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



Michael Sentance  
State Superintendent of Education

December 21, 2016

**MEMORANDUM**

**TO:** City and County Superintendents  
**FROM:** Andy Craig *AC*  
Deputy State Superintendent  
Administrative and Financial Services  
**RE:** Travel Mileage Rate for 2017

Enclosed is a memorandum from the state comptroller's office regarding a decrease in the mileage rate for use of personal cars.

This decrease is effective January 1, 2017, as noted in the enclosure.

AC:EK  
Enclosure  
cc: Chief School Financial Officers  
FY17-3006

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STATE OF ALABAMA  
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Kathleen D. Baxter, PhD, CGFM, CPM  
Deputy State Comptroller

**MEMORANDUM**

**TO:** All State Agencies  
All Chief Fiscal Officers

**FROM:** Kathleen D. Baxter   
Deputy State Comptroller

**DATE:** December 16, 2016

**RE:** Travel Mileage Rate for 2017

Effective January 1, 2017, the mileage rate paid to persons traveling in privately owned vehicles on official business for the State will decrease to 53.5 cents per mile. The mileage rate, which is paid in lieu of actual expenses for transportation, is in accordance with Code of Alabama 1975, 36-7-22, as amended, which became effective October 1, 1999. This code section sets the mileage rate at the amount allowed by the Internal Revenue Code for income tax deductions. Therefore, mileage reimbursement for travel on or after January 1, 2017, will be calculated at the new rate of 53.5 cents per mile.

When calculating the amount reimbursed, all mileage listed on an expense account must be totaled and then multiplied by 53.5 cents (Example: 111 miles X .535 = \$59.39). Should you have any questions concerning this directive, please call the Accounts Payable HOTLINE at 334-242-2444.

KDB/jdj