To: All University Employees

From: Bill Decatur, Vice President for Finance and Business Operations

Subject: 2016 Private Automobile Mileage Reimbursement Rate

Date: December 18, 2015

The APPM Section 7.1, Travel and Transportation, indicates that the standard mileage rate for reimbursement for private automobile usage will be the same as the rate allowable by the Internal Revenue Service (IRS).

Periodically the IRS adjusts the standard mileage rates to reflect the changing cost of operating automobiles. In this regard, effective January 1, 2016 the allowable IRS rates and Wayne State University rates for mileage reimbursement are shown below;

- 54 cents per mile for business miles driven
- 19 cents per mile driven for medical or moving purposes

BD/jw

PLEASE PRINT AND POST THIS NOTICE IN YOUR DEPARTMENT
2016 Standard Mileage Rates for Business, Medical and Moving Announced


WASHINGTON — The Internal Revenue Service today issued the 2016 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2016, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

• 54.5 cents per mile for business miles driven, down from 57.5 cents ‘or 2015
• 23 cents per mile driven for medical or moving purposes, down from 23 cents for 2015
• 14 cents per mile driven in service of charitable organizations

The business mileage rate decreased 3.5 cents per mile and the medical, and moving expense rates decrease 4 cents per mile from the 2015 rates. The charitable rate is based on statute.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously.

These and other requirements for a taxpayer to use a standard mileage rate to calculate the amount of a deductible business, moving, medical or charitable expense are in Rev. Proc. 2010-51, Notice 2016-01 contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.