



**Alabama Department of Environmental Management**  
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December 30, 2024

MEMORANDUM

TO: Alabama Tank Trust Fund Approved Response Action Contractors

FROM: Rachael McManus, Chief *RHM*  
Federal Funds Unit

RE: **New Mileage Rate Effective January 1, 2025**

Effective January 1, 2025, the mileage rate reimbursed under the Alabama Tank Trust Fund will increase to a maximum of **70 cents per mile** for travel expenses occurring on or after **January 1, 2025**. This is in accordance with the federal mileage reimbursement rate that has been revised effective January 1, 2025. Cost Proposals submitted on or after January 1, 2025, can include mileage rates of up to 70 cents per mile.

When travel occurs on or after January 1, 2025, but the funding was approved on a cost proposal prior to January 1, 2025, the contractor can charge, at a maximum, the new 70 cents per mile rate for that travel event. Reimbursement requests for travel occurring prior to January 1, 2025, should adhere to the maximum allowable mileage rate allowed for that time period.

Should there be any questions regarding this rate revision, please contact the ADEM UST Corrective Action Section project manager for the specific UST release incident in question, or you can contact me at (334)270-5613 [rachael.mcmanus@adem.alabama.gov](mailto:rachael.mcmanus@adem.alabama.gov) or John Dean at (334)271-7846 [jdean@adem.alabama.gov](mailto:jdean@adem.alabama.gov).

RHM/rhm

Cc: Pam Cousins, Fiscal  
Vernon H. Crockett, Chief, Groundwater Branch  
John Dean, Chief, UST Corrective Action Section



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