



Dharma Rain
Zen Center

dharma-rain.org

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Mileage Reimbursement Policy

Dharma Rain Zen Center reimburses mileage for personal vehicle use according to the following policy:

- **Staff** (employees, ordained, postulants, and current residents of DRZC): Reimbursed at the current IRS standard business mileage rate
- **Volunteers** (including lay disciples): Reimbursed at the current IRS standard charitable organization mileage rate

Current IRS standard mileage rates can be found on the IRS website at:

<https://www.irs.gov/tax-professionals/standard-mileage-rates>

The IRS updates these rates annually, typically announcing changes in December for the following year. These rates apply to all vehicle types including electric, hybrid-electric, gasoline, and diesel-powered vehicles.

Reimbursement requests should include date, destination, purpose of travel, and total miles driven.

Revision history:

- Revised by DRZC Board of Directors, May 2025
- July 2015