TRANSIT Services of Frederick County

Public Transit | Paratransit | Commuter Assistance

VANPOOL INCENTIVE PROGRAM

QUESTIONS AND ANSWERS

1040 Rocky Springs Road

Nancy Norris, Director

Frederick, MD 21702 Phone: 301-694-2065
FAX: 301-631-3471

WHAT IS TRANSIT'S VANPOOL INCENTIVE PROGRAM?

The Vanpool Incentive Program is designed to encourage the start-up of new vanpools in Frederick County (either originating or terminating in the County) by funding a limited number of unoccupied seats. As the vanpool reaches peak ridership, the subsidy will be reduced.

WHO IS ELIGIBLE FOR THE VANPOOL INCENTIVE PROGRAM?

This incentive is available to all commuters meeting the following criteria:

- **Proof of vehicle purchase or leasing agreement contract with a van rental company (TransIT will assist in the coordination of the van rental through a private company);**
- **Vehicle registration information through the Maryland Motor Vehicle Administration;**
- **Verification that fewer than 50% of vanpool participants (including driver) have been members of a vanpool receiving financial subsidies during the past 12 months;**
- **Verification that the registering vanpool was non-existent prior to applying for VIP assistance;**
- **Verification of good driving records for the principle driver and any and all alternate drivers;**
- **Non-leasing operators must provide proof of insurance, including coverage for: bodily injury and property damage, uninsured motorists, collision, and comprehensive;**
- **Non-leasing operators must provide proof of vehicle safety inspection;**
- **Vanpool must be operated on a not-for-profit basis;**
- **Owner/operator must demonstrate continuous aggressive new passenger recruitment efforts, such as bulletin board announcements and newspaper ads. Some assistance will be provided by TransIT.**
- **Additional eligibility, monitoring, or administrative guidelines may be set by TransIT, based on:**
    - **knowledge of applicant's history as a vanpool operator/passenger;**

- market factors;
- funding limitations;
- the vanpool's realistic potential for operating at capacity;

Applicants to the VIP will be screened for previous or existing vanpool memberships by cross-checking with current Metropolitan Washington Council of Governments Commuter Connections and VPSI Commuter Vanpools, Inc. vanpool listings to verify that only new applicants receive the VIP benefits.

WHAT ARE THE SUBSIDY LEVELS FOR THE VANPOOL INCENTIVE PROGRAM?

Eligible vanpools may receive financial assistance during the first 12 months of operation, not to exceed the following limits:

Vehicle	Per Month Maximum	
	Months 1-6	Months 7-12
15-passenger van	$500 Maximum	$300 Maximum
13-passenger van	$450 Maximum	$270 Maximum
12-passenger van	$433 Maximum	$260 Maximum
9- passenger van	$338 Maximum	$200 Maximum
8- passenger van	$300 Maximum	$180 Maximum
7- passenger van	$263 Maximum	$158 Maximum

a. The amount of per seat subsidy is derived by dividing the Total Eligible Operating Expense of the vanpool (lease cost and gasoline) by the number of seating positions available in the vanpool vehicle, excluding the driver position.
b. The total subsidy amount is derived by multiplying the per seat subsidy by the number of unfilled seats.

The registered Vanpool Driver Coordinator must submit a monthly passenger list, with his/her authorized signature, to certify the number of occupied seats for the month. Reimbursement forms will be provided after approval for the Vanpool Incentive Program.

WHAT IS THE GUARANTEED RIDE HOME (GRH) PROGRAM?

The Guaranteed Ride Home (GRH) Program is available to vanpoolers whose commute begins in Frederick County and who are registered with Commuter Connections. Should an emergency arise requiring the Vanpool Incentive Program participant to leave work early or stay late (on a day when that individual has utilized the vanpool as his/her commute method), the GRH program will subsidize the cost of alternative transportation methods up to four times a year. More information will be included with the Vanpool Incentive Program application.

HOW DO I GET MORE INFORMATION ON THE VANPOOL INCENTIVE AND GUARANTEED RIDE HOME PROGRAMS?

Contact TransIT's Rideshare Office at (301) 600-3543 for more information and application forms.