

OCTA VANPOOL PROGRAM GUIDELINES

The Orange County Transportation Authority operates the OCTA Vanpool Program to provide transit choices to commuters and reduce congestion on Orange County roadways. The program offers a monthly incentive of \$400, to commuter vanpools, to offset the monthly agreement or rental fee charged by a van provider who is under contract with OCTA.

Which vanpool groups can apply for the program?

Vanpools with worksite destinations in Orange County can apply. Vanpools that originate in Orange County, but have destinations in San Bernardino or Riverside counties, may apply. Vanpools commuting through Orange County to the Southern California Edison Power Generating Station in San Onofre are also eligible to apply.

Program Qualifications

- Have a destination (workplace) within Orange County*
- Have 80% start-up occupancy
- Vanpools must be open to accept riders from nearby destinations
- Must maintain a minimum occupancy of 60%
- Service must be provided by a van provider under contract with OCTA

*See previous paragraph

How does a vanpool group apply for the program?

Complete and sign an OCTA Vanpool Program Application form. Submit the form to your van provider along with signed Participant Agreements from all vanpool passengers, including the driver. Your van provider will submit the application and agreements to OCTA for processing.

How will I be notified if my vanpool has been accepted in the program?

OCTA will notify you and your van provider in writing within 2 weeks of receiving your application.

Once accepted in the program, how do I remain qualified?

- Complete monthly ridership and expense reports through the program's website database. Failure to provide the monthly reports or record accurate data will result in termination from the program
- Maintain a minimum of 60% vehicle occupancy. Vehicles with less than 60% occupancy for three consecutive months will lose the subsidy until the occupancy level of 60% is regained
- Follow the Program Participation Guidelines as described herein

OCTA retains the right to deny funding for any new vanpools and to terminate the funding of any individual vanpool or the entire program if OCTA deems it to be in the best interest of the agency to do so. Regardless of the length of any contract between vanpool participants and a vanpool company, OCTA retains the right on a monthly basis to terminate the subsidy for any vanpool enrolled in the Program.