

## 'Pool Rewards Program Requirements

### Program Purpose

The purpose of the 'Pool Rewards program is to encourage drive alone commuters to change their commuter behavior by trying carpooling. By carpooling, commuters will improve air quality and reduce traffic congestion. Drive alone commuters are offered an incentive to start carpooling in the hopes that participants will continue to carpool even after completion of the program.

### Getting Started

The Commuter Connections Program helps individuals find potential carpool partners. Go to [www.commuterconnections.org](http://www.commuterconnections.org) to learn more about the program and to sign up for the free program.

The 'Pool Rewards program provides financial incentives to commuters who try carpooling in the Metropolitan Washington Statistical Area as defined by the US Office of Management and Budget.

- Step 1: Find Carpool Partners
- Step 2: Create or join a registered carpool
- Step 3: Log your commutes online
- Step 4: Receive incentives

### Rules of Eligibility

1. Your carpool must be officially registered with Commuter Connections. All registered carpools will receive a carpool identification number which will be associated to all participating commuters within your carpool. Participants may only earn cash incentive payments for their involvement in one approved carpool.
2. You must submit your completed application before beginning your use of a carpool.
3. You must be commuting to and from work to qualify for this program. Commuters in vanpools are not eligible. Students commuting to and from school are not eligible.
4. Participation is open to commuters who operate a carpool in the Metropolitan Washington Statistical Area as defined by the US Office of Management and Budget.
5. All carpools wishing to qualify for the additional [I-495 NEXT Express Lanes](#) incentive must have at least three (3) occupants in their vehicle and follow the same rules as outlined above.

## Participation Guidelines

1. Commuter Connections maintains the right to terminate the program with or without notice at any time for any reason.
2. If accepted into the 'Pool Rewards program, each participating commuter can receive up to \$5 per day from Commuter Connections for each day they carpool to work within the consecutive 90-day period assigned to the approved carpool by Commuter Connections. Participating commuters can earn \$2.50 for each leg (morning and evening) of the commute. The maximum incentive a participating commuter can receive for the 90-day period is \$320.
3. A carpool arrangement must include two or more working adults commuting to work. Transporting children to and from school and/or daycare will not qualify you for the program.
4. Each program participant within a carpool must maintain their trip logs in order for all participants to receive incentive payments.
5. Participants will be required to complete short surveys as part of the program. Participants' accurate and prompt responses to evaluation surveys are necessary for determining the value of this incentive program. Payment will only be delivered after the surveys have been completed.
6. All information supplied by you must be accurate, current, and complete. Commuter Connections reserves the right to refuse your registration and/or discontinue your participation in this program, including the right to withhold payment of your incentive, if we believe you have failed to meet this obligation. We reserve the right to contact you and your employer to verify the information provided.
7. All incentives will be provided in the form of a cash payment via PayPal, Venmo, or check. Preferred payment option will be identified in the program's enrollment survey. Payments will be issued every 30 days following program enrollment, resulting in three total payments.
8. Space in the 'Pool Rewards program is limited. Commuter Connections reserves the right to reject any application if program capacity is met, even if the applicant qualifies for the program. Applicants are not officially enrolled in the program until they receive notification from Commuter Connections.
9. If a dispute arises regarding any aspect of the 'Pool Rewards program, including, but not limited to, interpretation of the Program Requirements or Participation Guidelines, accuracy of the information provided by you, or your eligibility to participate in the program, the Metropolitan Washington Council of Governments/Commuter Connections Program shall be the final decision-maker regarding such a dispute. Any decisions will be final.

## Terms of Use

I have provided a valid home address and understand that all materials, including checks, will be sent to this address.

I acknowledge that I have read and understand the Program Requirements governing the 'Pool Rewards program and certify that I am eligible to participate and receive the incentives provided by Commuter Connections.

I understand that it is a condition of my participating that all information I supply will be correct, current and complete. I understand that Commuter Connections has the right to refuse my participation in this program and the right to withhold incentives if Commuter Connections believes I have failed to meet this obligation.

I understand that the information I am providing will be used by Commuter Connections to facilitate my participation in the program.

I understand that Commuter Connections reserves the right to contact me and/or my employer to verify my participation in the program and/or my commute behavior. I understand that Commuter Connections reserves the right to refuse my application, discontinue my participation in this program, and/or withhold incentive payment if I fail to abide by the Terms of Use.

I understand that the incentives offered through this program are provided to applicants on a first-come, first-served basis and that Commuter Connections has the right to terminate this program at any time without notice.

I understand that if a dispute arises regarding any aspect of the 'Pool Rewards program, including, but not limited to, the interpretation of the Program Requirements, accuracy of the information I provide, or my eligibility to participate, the Metropolitan Washington Council of Governments/Commuter Connections program shall be the final decision maker regarding such disputes. Any decision will be final and binding on my status as a participant of the program.

I understand that any incentives I receive from Commuter Connections are subject to federal and state income taxes and that any liability that may result is solely my responsibility.

By providing information on the application, I understand that it may be used by Commuter Connections or a third party to contact me regarding my interest in additional financial incentives, additional programs or services, or for information related to my experience using alternative modes of transportation. If I do not wish to be contacted for these reasons, I have indicated such by checking the box on the application.