



GIMME FIVE

Solo drivers who switch to a clean commute can earn \$5 a Day, up to \$150.

Program Requirements (Page 1 of 2)

Purpose of the Program: In an effort to improve air quality and reduce traffic congestion, the **Gimme Five** program, available for a limited time only, offers an incentive to encourage solo drivers to change the way they commute to and from work. Applicants for the program should never previously have been a regular user of a clean commute mode.

Rules of Eligibility

1. You live or work in the following 19 counties:

Barrow	Dekalb	Newton
Bartow	Douglas	Paulding
Carroll	Fayette	Rockdale
Cherokee	Forsyth	Spalding
Clayton	Fulton	Walton
Cobb	Gwinnett	
Coweta	Henry	

2. You have never been accepted into the **\$3 a Day** or **Gimme Five** programs.

3. You are currently driving alone to work,

AND

You have not used a clean commute mode for 12 or more days in the past 60 days,

AND

During the past 2 years there was **never** a period of time where you regularly commuted by carpool, vanpool, transit, bike, walk or telework more than 60 days.

4. You are not a student commuting to school.

5. You work on one or more weekdays.

Participation Guidelines

1. If accepted into the **Gimme Five** program (available for a limited time), you can receive \$5 per day for each day you use an alternative commute mode within your 90-day program period assigned by Georgia Commute Options. The maximum incentive you can receive is \$150.
2. All rewards shall be delivered via email.
3. You must use a qualified alternative commute mode (carpool, transit, telework, bicycle, walk or vanpool) to travel to and from work a minimum of 13 days over your assigned 90-day program period to qualify for the incentive.
4. Your new commute behavior must reduce vehicle miles traveled (VMT). For example, a carpool arrangement must include two or more working adults commuting to work. Transporting children to school and/or day care will not qualify you for the incentive.
5. It is a condition of your participation in the **Gimme Five** program that all information supplied by you will be correct, current, and complete. Georgia Commute Options has the right to refuse your application 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 supervisor to verify the information provided.
6. If a dispute occurs regarding any aspect of the **Gimme Five** program, including, but not limited to, interpretation of the Program Requirements, accuracy of the information provided by you, or your eligibility to participate in the program, Georgia Commute Options shall be the final decision-maker regarding such a dispute. Any decision by Georgia Commute Options will be final.
7. Georgia Commute Options has the right to terminate this program with or without notice at any time for any reason.



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Program Requirements (Page 2 of 2)

Step 1 - Submit Application

1. Your signed and completed application must be submitted by email, fax, or mail (Scan & Email: Incentives@GaCommuteOptions.com; Fax: 770-357-3740; Mail: Georgia Commute Options, 229 Peachtree St NE, Suite 100, Atlanta, GA 30303) **before** you have used an alternative commute mode to travel to work for more than 11 days.
2. You are responsible for ensuring that we receive your completed and signed paperwork. If you have not received an email, letter, or phone call from us within three weeks of submitting an application, please contact us. Do not contact us before three weeks, as we cannot confirm the receipt of applications before this time period has passed.
3. You will have the option to log your commute behavior online or on paper. If you choose to log your commute behavior online, you must provide a valid email address on your paper application.

Step 2 - Log Your Commute

1. Once you're accepted into the program, you will receive a welcome email with a link to GaCommuteOptions.com. The email will also contain the starting and ending dates of your assigned consecutive 90-day period. You **MUST** follow the link to GaCommuteOptions.com to register and log your commutes in order to earn your \$5 a day.
2. Log your commutes at GaCommuteOptions.com during your assigned consecutive 90-day period. The online logging system will only allow you to log the current day and 7 previous days. It is your responsibility to remember to log your commutes weekly at GaCommuteOptions.com. No paper logs will be accepted for commuters who choose to log online. You can set up log reminders in your account at GaCommuteOptions.com to help you remember to log your trips.

Step 3 - Claim Payment

1. You **MUST** print your Reward Claim Form from the online logging system at the end of your 90-day period. Instructions on generating this report will be included in your welcome email – so please keep a copy for your reference. Both you and your supervisor must sign and date this report.
2. The completed Reward Claim Form with required signatures and dates must be submitted to us within 20 days after the last day of your 90-day period. All rewards are delivered by email.

NOTE: There are penalties for receiving federal funds fraudulently! Federal funding for this program stipulates that all funds for the **Gimme Five** program must be used to encourage drive-alone commuters to start using a commute alternative such as carpooling, vanpooling, riding transit, bicycling, walking, or teleworking. Current users of commute alternatives that knowingly provide misleading or incorrect information are committing fraud and knowingly abusing the use of federal grant dollars. If you are already using a commute alternative, you may be eligible for other Georgia Commute Options programs.

Visit GaCommuteOptions.com or call 1-877-9-GA-OPTIONS for more details.



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Paper Application (Page 1 of 2)

Please scan & email, fax or mail your application to:

Incentives@GaCommuteOptions.com | Fax: 770-357-3740

Georgia Commute Options, 229 Peachtree St NE, Suite 100, Atlanta, GA 30303

Incomplete or illegible applications will NOT be processed. Please write legibly. This program is only available for a limited time. Commuters are required to provide a physical address (not a P.O.box) in order to be enrolled or participate in any incentives.

Initials: _____

Date: _____

Gimme Five ID: _____

APPLICANT INFORMATION

First Name: _____ Last Name: _____ M.I.: _____
 Home Address: _____
 City: _____ State: _____ Zip: _____ County: _____
 Home Ph: _____ Work Ph: _____ Cell Ph: _____
 Email: _____

Gender: Male Female

Driver's License: State _____ Number: _____ Expiration: _____

How have you traveled to work in the past 60 days? (check all that apply)

Drive Alone Carpool Vanpool Bus Train Walk Bicycle Telework

Other: _____

In the past 60 days, how many days have you used a mode other than Drive Alone to travel to work?

0 days 1-3 days 4-7 days 8-11 days 12+ days

How do you plan to travel to work while participating in the Gimme Five program? (check all that apply)

Drive Alone Carpool Vanpool Bus Train Walk Bicycle Telework

Other: _____

WORK INFORMATION

Employer Name: _____
 Work Address: _____ Bldg/Ste/Dept#: _____
 Work City: _____ State: _____ Zip: _____ County: _____

LOGGING

How do you prefer to log your commute?

On Paper (Upon acceptance, you will receive a Daily Commuter Report Log mailed to you at your home address listed above within 3-4 weeks)

Online (Upon acceptance, you will receive logging instructions via email within 2-3 weeks. Applications for commuters choosing to log online are processed faster)

Verify email address: _____



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Paper Application (Page 2 of 2)

SUPERVISOR INFORMATION

Supervisor First Name: _____ Last Name: _____ M.I.: _____

Work Address: _____ Bldg/Ste/Dept#: _____

City: _____ State: _____ ZIP: _____ County: _____

Work Ph: _____ Email: _____

By signing below, I verify that I have read and agree to the following statements:

- I verify that the applicant is an employee under my supervision.
- I have read the Program Requirements for the **Gimme Five** program and verify the applicant is eligible to participate.
- I understand that if the above applicant is accepted into the **Gimme Five** program, I will be required to sign a Reward Claim Form or a Daily Commuter Report Log at the end of the assigned 90-day period verifying his/her commute behavior.

I UNDERSTAND AND AGREE TO THE FOLLOWING STATEMENTS

I have provided an accurate email address and/or home mailing address and understand that all materials, including payment, will be sent to this address.

I acknowledge that I have read and understand the Program Requirements governing the **Gimme Five** program and certify to the best of my knowledge that I am eligible to participate and receive the incentives provided by Georgia Commute Options.

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

I understand that the information I am providing will be used by Georgia Commute Options and the appropriate transportation management association (if applicable) to facilitate my participation in this program.

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

I understand that if a dispute arises regarding any aspect of the **Gimme Five** program, including, but not limited to, the interpretation of the Program Requirements, accuracy of the information I provide, or my eligibility to participate, Georgia Commute Options shall be the final decision maker regarding such disputes. Any decision by Georgia Commute Options will be final and binding on my status as a participant in this program.

I understand that any incentives I receive from Georgia Commute Options are subject to federal and state taxes and that any tax liability that may result is solely my responsibility.

By providing information on this application, I understand that it may be used by Georgia Commute Options or a third party to contact me via mail, email or phone regarding my interest in additional financial incentives, 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 this box:*

NOTE: There are penalties for receiving federal funds fraudulently! Federal funding for this program stipulates that all funds for the **Gimme Five** program must be used to encourage drive-alone commuters to start using a commute alternative such as carpooling, vanpooling, riding transit, bicycling, walking, or teleworking. Current users of commute alternatives that knowingly provide misleading or incorrect information are committing fraud and knowingly abusing the use of federal grant dollars. If you are already using a commute alternative, you may be eligible for other Georgia Commute Options programs.

Supervisor Signature (required): _____ Date: _____

Supervisor Printed Name: _____

By signing below, I confirm that I have read, understand and agree to the above statements:

Applicant Signature (required): _____ Date: _____

Applicant Printed Name: _____

Scan & email, fax, or mail completed application to: Incentives@GaCommuteOptions.com

Georgia Commute Options, 229 Peachtree St NE, Suite 100, Atlanta, GA 30303