



GUARANTEED RIDE HOME

Program Overview for Employees

The Regional Guaranteed Ride Home (GRH) Program provides a safety net, which allows employees to rideshare to work without the worry of getting stranded at work due to illness, unexpected overtime or other emergency.

In the event of a valid emergency, GRH ensures that ridesharing employees will be reimbursed (up to two (2) times per fiscal year – July 1 through June 30) for a taxi ride, a ride from a transportation network company, a carsharing company, rental car or transit fare.

GRH IS A SERVICE OFFERED EXCLUSIVELY TO EMPLOYEES WHO BOTH:

- > Rideshare to work on the day the employee needs an emergency ride home
- > Work for a participating company that is currently enrolled in the Regional GRH Program

HOW DOES GRH WORK?

- > Once an employer enrolls their company, all employees who rideshare to work are eligible to participate in the GRH Program.
- > The employee and employer representative choose the most efficient means of transportation to use during a valid emergency. GRH options include using a taxi, transportation network company, rental car, carsharing company or transit (public bus, Metro Rail or Metrolink).
- > Either the employer, third-party consultant or the employee will pay for the employee's selected ride.
- > Once the employee provides their employer representative with a receipt from the service provider, the employer representative will submit a GRH Reimbursement Claim Form to the GRH office within 60 days of the emergency ride.
- > Upon approval, the GRH office will send the reimbursement check to the appropriate party within 10 business days.
- > Reimbursement Claim Forms received after 60 days will not be accepted and trip costs incurred shall become the responsibility of the employee and/or the employer.

WHAT QUALIFIES AS A VALID GRH EMERGENCY?

- > Personal illness/emergency
- > Unexpected illness/emergency of an immediate family member
- > Carpool/vanpool driver has an emergency or unexpected overtime
- > Carpool/vanpool driver illness
- > Employee is required to work unscheduled overtime

WHAT DOES NOT QUALIFY AS A VALID GRH EMERGENCY?

- > Personal errands
- > Non-emergency appointments/meetings/doctor visits
- > Voluntary overtime
- > Public transportation disruptions or delays for any reason
- > Termination/lay-offs
- > Being sent home from work early due to scheduling issues by management.
- > A ride to work
- > Business travel
- > Inclement weather
- > Any trip where alternate transportation could be arranged in advance
- > On-the-job injury
- > Mechanical breakdown of carpool or vanpool
- > In place of a loaner/replacement vanpool vehicle
- > If vehicle is towed, impounded or cannot be accessed because of police activity
- > Early release from work due to loss of power, lighting or network access at the worksite.
- > Being sent home from work early for any reason other than is specified in the rules as a valid GRH emergency
- > Natural disasters, including but not limited to: fires, mudslides, flooding and earthquakes, are excluded as a valid reason for a GRH reimbursement.

WHAT ARE VALID GRH DESTINATIONS?

- > Home
- > Personal vehicle (if parked at a Park & Ride lot or transit station)
- > Medical facility (not related to an on-the-job injury)
- > Daycare or school
- > Interim stops will also be accepted if they are needed to reach the final emergency destination

FOR MORE INFORMATION, CALL THE GRH PROGRAM AT 951.352.8229.