

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, 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, 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 valid 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.
- GRH 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 (including, but not limited to, vehicle flat tire or insufficient fuel)
- 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 work site
- 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.**