

Travel Reduction Program



FREQUENTLY ASKED QUESTIONS

Do we have to participate?

Valley Metro® is often asked by Transportation Coordinators (TCs) if their organization must participate in the Travel Reduction Program (TRP). The answer? You might need to participate, there are four minimum requirements and companies can be fined for not complying.

Do we have to participate?

Maybe. First, determine the number of employees and/or driving-age students that work at or report to a single site three or more days per week for at least six months of the year. The employee total includes employees who work from home (telework). Participation is required at any Maricopa County work site with 50 or more employees and/or driving-age students.

What are the minimum requirements to meet the trip reduction ordinance?

There are four minimum requirements. First, organizations must designate a TC to implement and maintain the TRP Annual Plan. Second, employers must survey all employees annually to determine commute habits. Third, employers must submit an approvable TRP Annual Plan (a list of incentives the employer will offer to reduce drive-alone travel) to Maricopa County. Fourth, companies are required to submit documentation annually to prove compliance with the TRP Annual Plan.

Can we be fined for not participating?

Organizations that do not meet the minimum requirements can be fined. Civil penalties start at \$100 for the first violation, \$200 for the second violation, and \$300 for the third and subsequent violations. Each calendar day out of compliance is a separate violation, and violations are effective the first day of non-compliance. Note that falling short of the TRP Annual Plan program goal is not a violation, and that organizations making "good faith" efforts to reduce employee drive alone rates will not be fined.



For assistance with the Maricopa County Travel Reduction Program, contact your Valley Metro Commute Solutions coordinator at 602.262.RIDE (7433).



Sponsored by the Arizona Department of Environmental Quality, Maricopa Association of Governments, Maricopa County Air Quality Department and Valley Metro.

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