



**EMPLOYEE TRIP REDUCTION PROGRAM  
(Carpooling Program)  
SUMMARY OF INCENTIVES**

As a member of the CCM carpooling program you qualify for all of the following:

- ❖ **Quarterly Prize Drawings**
  - **Gift cards drawings and door prizes are available. Carpooling employees earn one entry for every five days of participation in the program. There is no minimum number of times you must carpool to stay in the program and Carpool Reports must be submitted bi-weekly to the Office of the Vice President for Business & Finance. Gift card winnings are taxable income.**
  
- ❖ **Preferred Parking**
  - **Look for the signs in Parking Lots 5 and 8. Prime spaces have been assigned and each pair of carpooling employees will be given a permit to be used on the days they carpool.**
  
- ❖ **Ride-Matching Services**
  - **Offered by TransOptions or with assistance from the CCM Employee Trip Reduction Coordinator, Kelly Meola, ext. 5014.**
  
- ❖ **Guaranteed Ride Home**
  - **Offered and paid for by TransOptions, carpoolers are guaranteed two rides home per year in case of emergency. To take advantage of this service employees must be registered with TransOptions which is easily done by going to: <http://www.transoptions.org/register-your-carpool-form>. If the occasion arises where you need to use this service contact TransOptions directly at 973-267-7600.**

**Enrollment in the program requires two or more permanent CCM employees who carpool to work together. Additional benefits include gas and possible car insurance savings. Employees should contact their automobile insurance carriers to inquire about possible discounts available for carpooling.**

**For more information or to join the Carpooling Program contact Kelly Meola, ext. 5014.**