

SAN MATEO COUNTY BICYCLE PARKING REIMBURSEMENT PROGRAM



Through the City/County Association of Governments (C/CAG), the San Mateo County Transportation Authority (TA) and the Bay Area Air Quality Management District (Air District), Commute.org offers reimbursements for the purchase and installation of bicycle parking units (racks and lockers) in San Mateo County.

AVAILABILITY OF FUNDS

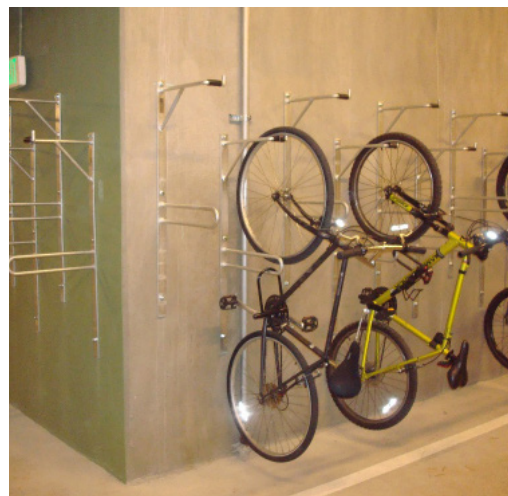
Commute.org has \$9,620 to commit towards bicycle parking units for FY2016-2017. Successful applicants will be reimbursed for 50% of the total cost of purchasing and installing bicycle parking infrastructure up to \$500 per unit. Each applicant is eligible to apply for up to \$5,000. Funding for this program is reviewed on a first come, first served basis.

ELIGIBILITY

Private businesses, public agencies, or non-profit organizations located in San Mateo County are eligible to apply. Developers or owners property owners required to provide bicycle parking facilities as a condition of their development agreement are not eligible to apply.

BICYCLE UNIT REQUIREMENTS

- Installation site must be in San Mateo County and accessible to the public. Public access must be, at a minimum, during normal business hours--24/7 access is preferred.
- Must be installed close to user destinations (ex: public or employee entrances)
- Applicant must obtain all required licenses, permits, and any other required legal authorizations from all applicable property owner(s), federal, state, and local jurisdictions for the installation of the bicycle parking unit(s)



POST-AWARD

- Bicycle parking units must be maintained for at least 10 years after the equipment is installed.
- Recipients will be asked to participate in promotional activities for the program; this may include installation photos, and giving recognition to Commute.org in any materials produced to promote the use of the bicycle parking units.
- Applicants must install the funders' logo on all units reimbursed for. Decals will be supplied by Commute.org.

APPLICATION

Apply at www.commute.org > Resources > Employer Services > Bicycle Parking Reimbursement Program

CONTACT INFORMATION

For question and comments, please email incentives@commute.org.

PROCESS



Applicant Purchases and installs bicycle parking units

Within 3 months of purchase, provide Commute.org with a copy of the vendor invoice, proof of payment to vendor, and photos of installed units



Commute.org will process the submitted application **within 2-3 weeks** for approval



Upon approval, submit invoice to Commute.org for authorized amount



Applicant will be reimbursed ~ **sixty calendar days** after invoice is submitted



Bicycle parking units are maintained by applicant for at least 10 years.