



### Ongoing Reporting Occupancy

In an effort to assist vanpool groups with reduced ridership during the Covid-19 pandemic, in April 2020, the SB Loop vanpool subsidy program relaxed its eligibility guidelines on ridership occupancy. Beginning in April 2023, SB Loop will return to its ridership occupancy requirements as per the Program Guidelines.

To be eligible to receive the monthly subsidy, the vanpool must maintain an average 50% or greater passenger occupancy, or, if travelling in a 7-passenger vehicle, must have on average four (4) riders during the month period. Please refer to the table below, which identifies the specific monthly target by vehicle size that must be maintained.

Vehicle Size (Driver + Passengers)	Minimum Average Riders per Month
7 Passenger	4 riders
8 Passenger	4 riders
9 Passenger	4 riders
10 Passenger	5 riders
11 Passenger	5 riders
12 Passenger	6 riders
13 Passenger	6 riders
14 Passenger	7 riders
15 Passenger	7 riders

Note: Not all participants on the roster need to ride in the vanpool on the same day or work shift. For example, a 7-passenger vehicle with six (6) participants on its roster may have four (4) individuals who ride to work two weeks out of the month and five (5) who ride to work the remaining two weeks. Using this example, the average daily ridership is calculated at ((4 riders X 10 days) + (5 riders X 10 days))/20 days = 4.5 average daily riders during the month.

Should a vanpool fall below the minimum occupancy requirement, Staff will notify the Vanpool’s Coordinator and inform that they have two (2) more months to improve occupancy to meet the Guidelines. Should a vanpool report below the minimum average occupancy for more than three (3) consecutive months, SBCTA may terminate the vanpool’s participation in the SB Loop subsidy program and the vanpool group will be responsible to pay the difference to the vehicle lease provider (Commute with Enterprise).

If your vanpool needs additional riders to fill empty seats, contact your Employer’s Transportation Coordinator, Commute with Enterprise, or IE Commuter staff ([info@iecommuter.org](mailto:info@iecommuter.org)). IE Commuter also offers additional rideshare incentives for those that are new to vanpooling (\$5/Day program – go to [IECommuter.org](http://IECommuter.org) for additional information).

Questions? Please contact SB Loop at [ridetheloop@gosbcta.com](mailto:ridetheloop@gosbcta.com) or call 833-743-3843 for assistance.