

Your Guide to the GET-IN Program

A Transit Incentive Program Designed for Montgomery County Employees

What is the GET-IN Program?

Government Employee Transit Incentive Program (GET-IN) is a transit benefit program for full- and part-time Montgomery County Government employees! It offers a \$285 monthly transit subsidy to employees who commute to work by public transportation, commuter rail or vanpools. GET-IN participants provide a SmarTrip® card number that will allow the County to apply the \$285 monthly transit subsidy directly to their card for use on Metro bus or rail. Participants who use MARC, MTA Commuter Bus, VRE and Metro Access will be enrolled in WMATA's SmartBenefits to receive their monthly subsidy through the direct SmarTrip® payment program. After enrollment, those participants can set up an account in SmartBenefits to allocate the funds for payment of their transit fares.

**Note: The \$285 subsidy must be used by participant solely for their commute to and from work within the month of allocation. The subsidy cannot be carried over to the next month. The SmarTrip® card must be registered in applicant's name and is not transferable.*



Who is Eligible?

You are eligible if you are a Montgomery County Government employee who is a registered vanpooler or transit rider. Employees must use public transportation to and from work daily (must be round trip).

You are NOT eligible for the GET-IN Program if:

- Your residence is walking distance to your work location.
- You take Ride On to your work location using your C-PASS.

Two ways to see if you're eligible for the GET-IN Program!

- Montgomery County Intranet: <https://www.montgomerycountymd.gov/HR/Recruitment/EmployeeOnboarding.html#1>
(Click on Other Relevant Documents then on GET-IN Program)
- Email: getin@montgomerycountymd.gov

How Can I Obtain More Information on the GET-IN Program?

Visit the Montgomery County Intranet at <https://www.montgomerycountymd.gov/HR/Recruitment/EmployeeOnboarding.html#1>, click on Other Relevant Documents, and then click on GET-IN Program or Application link.

After you have read the GET-IN Program procedures, complete and sign a GET-IN application form and attach verification of employment (e.g., copy of Personnel Action Form (PAF), Letter of Appointment, Timecard or paystub). Make sure to have your supervisor or manager review and sign the application form. Then submit your application to Attn: GET-IN Program, 101 Monroe Street, 5th Floor, Rockville, MD 20850 or by email (getin@montgomerycountymd.gov).

Employees who have a County-issued parking permit must surrender their permit before being approved to participate in GET-IN. Employees cannot have a parking permit and be a GET-IN participant.



The GET-IN Program is funded by the Montgomery County, Maryland Division of Transit Services Department of Transportation.

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Benefits of the GET-IN Program

Receive a Subsidy

Get \$285 per month for riding public transportation, commuter rail, or vanpooling.



Save Money

If you vanpool, share the expense of riding when you share the ride.

Save Time

Driving time is down time but riding time can be put to good use. Ride to work and use the extra time to read, relax, catch up on paperwork, talk, nap, enjoy the view, or whatever you like!



Have Fun

Most people find that riding to work with others is more enjoyable than riding alone.

Beat the Stress of Commuting

Arrive at work refreshed and ready for the workday.



Benefit Your Community & Yourself

Ridesharing or taking public transportation helps to reduce traffic congestion, fuel wastage, traffic deaths, air pollution and the number of tax dollars spent every year on maintaining roads.

Guaranteed Ride Home

The Guaranteed Ride Home Provision makes it possible for any GET-IN participant (registered with the Department of Transportation's Division of Transit Services) who needs to leave work because of an emergency to be reimbursed for taxi or transit fare by their department.

Additional Guaranteed Ride Home options can be obtained from Commuter Connections. More information can be found here:

www.commuterconnections.org/guaranteed-ride-home



Need to Drive for One Day?

One day temporary parking permits are available for those eligible employees who must drive on any given day. A permit will be available the afternoon before or the morning of the day you need it at the EOB Security Office. Limit – two temporary permits per month.

Learn more about the GET-IN Program today!

Visit the Montgomery County Intranet at <https://www.montgomerycountymd.gov/HR/Recruitment/EmployeeOnboarding.html#1>, click on Other Relevant Documents, and then click on Get-in Program or Application link.



MC DOT
Montgomery County Department of Transportation

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