

(Revised Items D – Effective 7/1/00)

**GUIDELINES FOR THE REDUCED FARE PROGRAM
AND ISSUANCE OF IDENTIFICATION CARDS**

- A. **PURPOSE:** To assist qualified persons with disabilities in fulfilling their transportation needs during nonpeak hours in urbanized areas as required by Section 9 of the Intermodal Surface Transportation Efficiency Act of 1991 for mass transit systems who receive funds under this section.

- B. **ELIGIBILITY:** Persons with disabilities are eligible to receive a Reduced Transit Fare Identification Card and ride at no more than half fare on mass transit systems in urbanized areas and participating mass transit systems in nonurbanized areas. The functional disability, as defined in **DEFINITION OF FUNCTIONAL IMPAIRMENTS** (Attachments #1), must be certified by a doctor or by an administrator of an authorized social service agency through the completion of **APPLICATION FOR REDUCED TRANSIT FARE IDENTIFICATION CARD** (Attachment #2). If the person possess a **MEDICARE Card**, certification is not required.

- C. **PROGRAM HOURS:** Between 7:00 am to 7:59 am and from 4:30 pm and 5:29 pm inclusive during the week, all times on weekends and the following holidays: New Year’s Day*, Martin Luther Kings, Jr. Day, President’s Day, Good Friday, Memorial Day, Independence Day*, Labor Day, Columbus Day (observed), Veteran’s Day*, Thanksgiving Day and Christmas Day* for all systems (*indicates holiday is observed on weekday when holiday occurs on weekend).

- E. **FARE:** The fare for qualified persons with disabilities is, **at the most**, on half of the normal peak fare rounded to the nearest nickel. The peak fare is the total fare between two points, which includes the base fare plus any applicable zone fares, surcharges or transfers. Each mass transit system has the ability, as a local decision, to charge less than one half fare or charge no fare to qualified persons with disabilities.

- F. **IDENTIFICATION CARDS:** A **Reduced Transit Fare** identification card must be shown to an operator of a transit vehicle, the conductor of a train or the transit cashier as proof of eligibility for a reduced fare under this program. The Commonwealth of Pennsylvania has available standard identification cards that are acceptable on all urbanized mass transit systems as well as on nonurbanized transit system, which participate in this program. Prior to July 1995, a green identification card was available for issue. The green card was marked Male or Female, with a preprinted serial number and is a permanent identification card. Effective July 1995, this identification card is revised in color and design. A green card with a “F” identifier is issued to female individuals and a deep yellow card with an “M” identifier is issued to male individuals. The identification card can only be used by the person to whom it is issued and must be kept in the possession of the person during the trip. The identification card is not transferable.

- G. **COMPLETION OF THE IDENTIFICATION CARD**
 - 1. The area outlined by a dotted line can be used to place a photo for visual identification if desired.

 - 2. Card Number area is for a numbering system developed by each transit agency. The

number could be the person's social security number, for example. Each card must be uniquely numbered in some fashion. The agency must maintain records of card numbers and cross reference issued card numbers to the Application for Reduced Fare.

3. Issuing Agency area – list your agency's name.
4. Expires – list the expiration date for a temporary disability condition. Type permanent in this area for a permanent disability. If desired, an expiration date could be used for those agencies which desire persons with disabilities to recertify their eligibility.
5. Name – type the person's full name on this line.
6. Signature – the person must sign their full name on this line.

H. ISSUANCE OF DUPLICATE CARD – a new card can be issued to replace lost or destroyed identification cards based on the original Application for Reduced Transit Fare. Each agency can determine how often identification cards are placed as well as any replacement fee.