

*... for Agencies Serving  
Seniors and those with  
Disabilities*

Metro Share is a specialized service program sponsored by the Michigan Department of Transportation that Metro Transit allows approved agencies to use provided vans for customer trips at no cost to the agency.

**Approved Agencies**

Agencies authorized to participate include:

- Government agencies within Kalamazoo County
- Non-profit agencies serving elderly or people with disabilities Others as approved by the Director of Transportation



530 N. Rose Street  
Kalamazoo, MI 49007  
To schedule a ride,  
call (269) 350-2970  
[www.kmetro.com](http://www.kmetro.com)



## Eligibility Uses

The Specialized Services program provides operation assistance for transportation service primarily for elderly persons and persons with disabilities. Consistent with the requirements of state guidelines, vehicles are to be used for program-related needs.

- Service to be provided must serve the transportation needs of elderly persons and/or persons with disabilities.
- Service with a target population has unique or special needs, which are difficult or impossible to serve on public transportation.
- Non-emergency transportation

## Ineligible Uses

- Services for Meal/Commodity/Gift deliveries
- Groups that are NOT serving elderly and/or disabled individuals (Youth Groups, After School Programs, Personal Transport, etc.)
- Charter services
- School bus transportation

## Service Area

Vehicles can travel up to 60 miles (within Michigan) from the Metro Transportation Center, 530 N. Rose St., Kalamazoo, MI 49007.

## Vehicles

Metro Share offers 11 vans for this program. These vehicles have the capacity of transporting:

- 7 to 10 passengers, plus driver
- 1 to 3 wheelchairs, 3 to 6 passengers, plus driver

All vehicles are ADA accessible for a "Common Wheelchair" (30 inches wide, 48 inches long or weigh no more than 600 pounds when occupied).

## Driver Approval

Only approved drivers may operate a Metro Share Van. To become an approved driver, an application process must be completed. The application process includes:

- Completion of an Agency Participation Agreement
- Completion of a Driver Approval Request Form
- Driving Record approval under FTA requirements
- Criminal Background History
- Participation in an Orientation Class
- A Pre-employment Drug & Alcohol Test
- Annual two hour Refresher Course
- Orientations are scheduled on a quarterly basis.

## The Program Is Free

There is no cost to approved agencies transporting elderly and/or individuals with disabilities. The program is funded in part by the Michigan Department of Transportation's Specialized Services Program and by local funding from the Central County Transportation Authority.

## Reservation Request Forms

Agencies desiring to reserve a vehicle need to complete a Metro Share Van Reservation Request Form. Requests received by the 20th of each month will be processed in the initial scheduling. Requests received after the 20th will be scheduled on a first-come, first-serve basis. Last minute requests are subject to availability. Due to the nature of the program, specialized services for senior citizens and people with disabilities will receive priority. Forms are available at [www.kmetro.com](http://www.kmetro.com).

**Forms and more information are also available by calling  
(269) 337-8222 or  
(269) 337-8858**