

# Volunteer Driving Program

## About the Program

### **What do volunteer drivers do?**

Volunteer drivers provide individuals in need of transportation with a means of getting to and from medical appointments.

### **Who qualifies to be a volunteer driver?**

Anyone who is:

- Age 21 or older
- Has a valid driver's license
- Has proof of insurance
- Has a clean driving record
- Has not had a suspended license or DWI within the past 3 years
- Has had no felony convictions

### **What type of insurance coverage must a volunteer driver have?**

A volunteer driver is required to provide enough insurance to allow them to drive legally in the state of Minnesota.

### **What type of vehicle can be used?**

The vehicle must be safe, dependable and clean. Volunteer drivers use all different types of vehicles from small subcompacts to large SUVs.

### **How can I become a volunteer driver?**

Call Transportation Advocate Martin Lepak at (218) 410-9755.

## FAQs

### **Q. How are volunteer drivers notified of a ride?**

A. Volunteer drivers are notified by a telephone call or a text of a ride at least 24 hours prior to the time of pickup. An email notification of the ride is also sent.

### **Q. Who notifies volunteer drivers of rides?**

A. All medical rides are dispatched by volunteer driver coordinators who are located in one central location at the Arrowhead Transit office in Gilbert.

### **Q. How frequently are volunteer drivers requested to drive?**

A. Volunteer drivers typically provide rides three to four times per week. Rides vary in length and frequency, depending on the needs of riders and driver availability.

### **Q. Do volunteer drivers receive any reimbursement?**

A. All volunteer drivers are reimbursed at the maximum federal mileage rate. Mileage is reimbursed from the time the drivers leave their home until they return home.

### **Q. How are volunteer drivers reimbursed?**

A. Volunteer drivers submit mileage reimbursement forms for all rides provided and receive reimbursement by direct deposit.

### **Q. Are volunteer drivers considered employees or contractors?**

A. Neither, volunteer drivers are volunteers.

### **Q. Are volunteers required to pay tax on the reimbursement they receive?**

A. This question should be answered by your individual tax preparer. AEOA/Arrowhead Transit is required to provide 1099 forms to all volunteers that receive \$600 or more in reimbursement annually.

### **Q. Are volunteer drivers who are on call required to provide all rides requested?**

A. Volunteer drivers have the right to refuse any rides offered to them at the time of dispatch.

### **Q. May volunteer drivers take time away from volunteering to pursue personal activities?**

A. Yes, the volunteer driver program is designed so you may take time to come and go from the program at will by simply notifying the coordinators of your plans.