



# RCT Wheels to Work Bike Grant Instructions & Application



## Could a FREE bike help you ride RCT to work?

Apply for a FREE adult commuter bike to help you catch a ride on Richland County Transit's (RCT) new **RCT Flex** service that started May 4, 2026.

RCT and RCRPC are giving away four (4) new 26-inch 7-speed adult commuter bikes to help applicants who live more than ½ mile from the new **RCT Flex** early/late routes get to work.

Four winners will be chosen based on the scoring criteria detailed below.

This one-time bike giveaway is supported by the Richland County Regional Planning Commission's Bike to Work program.



### PROGRAM PURPOSE

RCT's Wheels to Work is a one-time bike giveaway grant that supports riders using the new **RCT Flex** routes that run in Mansfield before and after RCT's regular daytime hours. The grant is a collaboration with RCRPC's transportation planning program, which aims to increase safe and accessible transportation options while promoting health and safety awareness within our community.

The purpose is to help workers who live more than ½ mile from the new RCT Flex routes, so they can ride a bike to connect with an RCT or **RCT Flex** route to and/or from work.

**RCT Flex** started a one-year pilot of early morning and late evening service on weekdays in Mansfield on May 4, 2026. For more information about RCT Flex hours and route locations, see <https://rctbuses.com/>.

Bike racks are available on the front of all buses and at the RCT Transit Center, so you can transport your bike on the bus and/or lock your bike at the Transit Center.



## PRIZE PACKAGE

Each winner will receive an adult bike and a bike mobility kit as follows:

- Bicycle (26" Ktaxon 7-Speed Commuter Bike)
- Helmet
- Front/rear lights
- Reflective safety belt
- Master lock with 4-foot cable
- Two safety mirrors
- Cell phone & cup holder
- Bike repair kit with pump
- RCT bus pass (one month pass)



## ELIGIBILITY: WHO CAN APPLY

Eligible applicants include people who:

- Need transportation to work, and don't have access to a reliable vehicle/ride/bike
- Use (or will use) RCT/RCT Flex to ride to work
- Live beyond a ½-mile walking distance to an RCT/RCT Flex route
- Able to safely ride a bicycle
- Age 18 or older

## PROGRAM RULES

Applicants will be asked to agree that:

- The bike will be used for transportation to work (not resale)
- You will answer a few questions after 3 and 6 months to help RCT and RCRPC assess how this bike giveaway impacted your commute to work
- You will sign a Release and Waiver form that is posted at: <https://www.rcrpc.org/wheels-to-work>

## **Scoring Criteria for Selecting Winners**

Priority will be given to applicants who

- Don't have access to a reliable vehicle/bike
- Are currently employed, or with a verified job offer
- Will use the bike to connect with RCT or RCT Flex early morning and late night service to work
- Live greater than ½-mile from the RCT Flex routes
- Ready to use bike safely

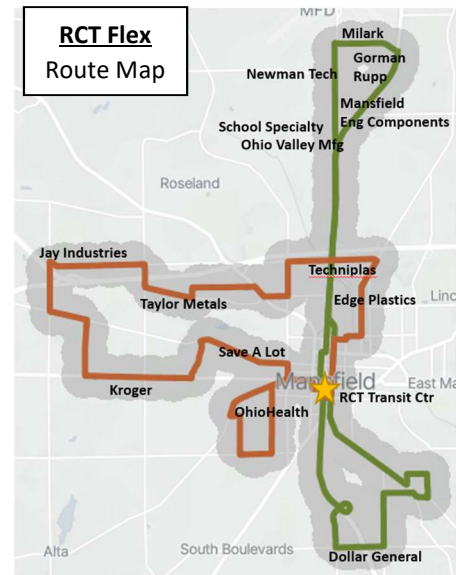
## HOW TO APPLY

### **Application Dates**

- **Completed applications are due by 4pm on Friday, June 26**
- Notice of awards/winners will be made by Thursday, July 2

### **Application Form**

Pick up a printed application form at the Regional Planning office (19 N. Main Street, Mansfield), or use the fillable form available at <https://www.rcrpc.org/wheels-to-work>, and submit it with the requested attachment by the due date.





# RCT Wheels to Work Bike Grant Application Form



This bike giveaway program is intended to help workers who live more than ½ mile from the new RCT Flex routes, so they can ride a bike to catch an RCT or RCT Flex route to and/or from work.

**Yes, I would like to apply for a new commuter bike with bike mobility kit. Below is my application information.**

Name: \_\_\_\_\_

Phone or best way to contact: \_\_\_\_\_

Home address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Explain how the bike would support your ability to get to work using RCT / RCT Flex by answering the following questions.

1) Explain why you need a bike to help you better access RCT or RCT Flex routes to get to work. *(For example you could include details about your transportation challenges, financial need, family need, lack of vehicle, hours of work, lack of sidewalks, safety concerns, etc.)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2) What is the name and address of your employer? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3) Attach proof of employment (for example a pay stub) or verified job offer  
**Be sure to cross out social security numbers or other sensitive info.**

4) **Which RCT Flex early/late routes or RCT daytime routes would you ride your bike to?** For route maps and schedules, see: <https://rctbuses.com/bus-schedules-fares/>. NOTE: *Bike racks are available on the front of all buses and at the RCT Transit Center.*

RCT Flex Route(s) I would use to get to/from work: \_\_\_\_\_

Other RCT Route(s) I would use to get to/from work: \_\_\_\_\_

5) **How many times per week would you ride the bike and RCT, given that RCT and RCT Flex operate Monday through Friday?**

Expected # of weekdays that you would ride the bike to RCT routes to work: \_\_\_\_\_

Expected # of weekday trips that you would ride the bike to RCT routes to home from work:  
\_\_\_\_\_

6) **Briefly describe your experience riding a bike (CHECK ALL THAT APPLY).**

- I have experience riding on city streets
- I have experience riding on trails
- I have read the Ohio bike laws
  - <https://www.transportation.ohio.gov/programs/active+transportation/bike-ped-law>
- I will follow the bike safety laws
- I will utilize the safety equipment provided, if I win

I understand that if I am chosen to receive a free bike, I will need to verify that I am at least 18 years old and will use the bike to get to work via RCT. I understand that all winners will be asked to sign the Release and Waiver form that is posted at: <https://www.rcrpc.org/wheels-to-work>

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### **Sending Your Application**

In order to be considered, applications must be RECEIVED by **Friday, June 26 @ 4pm** using one of the following delivery methods:

**Email:** Send the completed application, with requested attachment, to [rctadmin@rcrpc.org](mailto:rctadmin@rcrpc.org)

Use the subject **RCT Wheels to Work Application**

**\*Mail or Drop Off:**

Attn: RCT Wheels to Work  
Richland County Regional Planning Commission  
19 N. Main Street  
Mansfield, OH 44902  
*Note: This office is open M-F 8a-4:30p*

\*Applications must be RECEIVED by **Friday, June 26 @ 4pm**. If you are mailing in the application, be sure to allow extra time for delivery.