**30 day Notice of Reduction or Elimination of services**

Dear consumer,

Based on your fare assessment score you will be receiving:

* **A reduction in fare** from your last assessment. You now qualify for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ effective on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
* **No fare assistance**.

We apologize for any hardship this change may cause you. Transportation fare assistance is primarily funded through county general funds and the budget allocation for this important program has not kept up with the demand. Simply stated, there are more people in need and not enough money to satisfy growing demand. We hope that, understanding the financial realities, you will take advantage of other options that may be available to you, such as shopping shuttles, group rides or sharing rides with family members and/or neighbors. This may require some flexibility and accommodations on your part. If your situation changes, please feel free to talk to our program about re-assessment at that time.

Attached is our agency’s Clients Rights document, which also includes language about our grievance procedure.

Thank you. Please contact me if you have questions.

Sincerely,

Transportation Coordinator

<insert name of District Senior Center>

Enclosure: Clients’ Rights

Cc: consumer file