Central Arizona-Phoenix Long-Term Ecological Research Program

Vehicle Policy

Version: 21 January 2021

CAP LTER Vehicles (2005 Toyota 4Runner, 2012 Ford Escape, 2016 Toyota Tacoma, and 2020 Toyota Tacoma) are available for CAP LTER use only. This includes CAP research at CAP LTER field sites and supporting uses such as picking up supplies for CAP research, travel to in-town meetings to represent CAP, and vehicle maintenance.

Researchers doing work that is CAP-related AND that takes place at CAP LTER research sites, but is not CAP work per se, may be allowed to use CAP vehicles in certain circumstances, but only with prior permission from the CAP Site Manager, Quincy Stewart.

If you do not meet these requirements, but need a vehicle for other GIOSI-sponsored research, you may be eligible to use the GIOSI Ford F-150 for your work.

Driver Authorization and Eligibility

Before driving any University vehicle, you must complete ASU's Authorized Driver Program. This process includes passing the Authorized Driver training and completing the required steps in the Authorized Driver Program guide, accessed through My ASU (Staff) in the Personal tab under My Employment.

The following people are eligible to drive CAP vehicles: CAP Staff, CAP Researchers, graduate students working on CAP-funded projects, such as a grad grant, and CAP-sponsored REU students.

Please contact Quincy Stewart, CAP Site Manager, with any questions on becoming an authorized driver or on the use of CAP vehicles. Once authorized, contact Quincy for verification of eligibility and access to the vehicle reservation system.

Fueling Requirements and Reimbursement

At the end of your reservation, the vehicle must be returned to Lot 11 with a full tank of gas.

Only CAP staff and researchers doing authorized CAP research are eligible for reimbursement of fueling charges from CAP (for repeated use, inquire about obtaining permission to check out a Voyager card to fuel the vehicle). All other drivers must be reimbursed for fueling by the grant/lab utilizing the vehicle.