

# Bike Month Challenge Employer & Team Captain Communications Toolkit

**Join us for the Bike Month Challenge May 1–31 to boost employee engagement and retention, sustainability, and more!**

The Bike Month Challenge is an annual competition to encourage people who live or work in the Portland region to bike more often. The Challenge is a helpful tool to help improve your employees' commute and work experience by providing them with fun team-building activities and easy-to-access information on how to bike to work. Participants can win prizes by logging any bike trip on the Get There Oregon website- whether for commuting or just getting around.

Starting May 1, Get There users can join or start a team and log bike trips to qualify for random weekly and grand prize drawings, or to hold the title of Team or Individual Bike Month Champions. Qualifying for prizes is easy by logging at least two bike trips a week. Trips can be to work, school, or to run errands using a conventional bike or e-bike.

Participants can join an already set-up community or worksite team or they can create their own team with co-workers, friends, or neighbors. We encourage worksites to set up a team (or multiple!) in advance for employees to join. See below for details.

Employer-specific FAQs about participating in the 2025 Bike Month Challenge can be found below. FAQs about general participation can be found [here](#).

## Communications Resources

Let your employees know about the Challenge with this pre-written content. Just copy, paste, tailor and use. We recommend sending or posting starting April 21. Below you will find:

- Email/newsletter content
- Intranet/website content
- Worksite materials

### **Email/newsletter content: let your employees know about the Challenge by tailoring and sending out pre-written emails.**

Portland's Regional Bike Month Challenge returns this May!

Ready to win prizes, save money, boost your health, and reduce your carbon footprint by improving your commute? Join the Bike Month Challenge from May 1-31!

You can join our worksite team ([link to your unique team](#)) or create a team of your own with coworkers, friends, or neighbors.

Teams will compete for recognition and prizes by logging trips taken by bike – a manual or e-bike – for any trip, whether commuting to work or wherever you need to go.

#### How to participate

The Bike Month Challenge is a part of Get There Oregon

1. If you are not already a Get There user – registration is quick and easy. Visit [GetThereOregon.org](https://GetThereOregon.org) to get started.
2. To find the Challenge, click Programs in the top menu bar of any page then click Challenges to see Bike Month Challenge. If it does not appear under Active, click the Available button. You'll see a big blue arrow on the right side of the screen to click if Bike Month Challenge is not the first Challenge you see under Available.
3. Create/join a team. If you were sent a link to join a team, you must (1) register at the link (2) join the challenge, and (3) click the team link provided by your Team Captain. To create a team, visit the Challenge page and click the *Create*

a *Team* button. A unique link will be provided for you to invite others to your team.

Challenge top honors and the Bike Month Trophy will go to the team with the most trips at the end of May. [View full prize details here.](#)

Plus, you can win individual prizes, including:

- \$50 River City Cycles gift cards
- Sunlite WheelGlow wheel fun lights (set of two)
- Cleverhood Rain Cape
- Faro Smart Helmet
- Ortlieb Sport-Roller pannier

Don't miss your chance to come out on top and win prizes! Learn more at [GetThereOregon.org/BikeMonth2025](https://GetThereOregon.org/BikeMonth2025).

## **Website/Intranet content: publish grab-and-go content on your website or Intranet**

### **The Bike Month Challenge is back!!**

May is National Bike Month and (**your workplace**) is excited to partner with [Get There](#) to announce the 2025 Bike Month Challenge. The month-long challenge is open to anyone living or working in the Metro region. Participants can win prizes by logging **any** bike trip on the Get There Oregon website- whether for commuting or just getting around.

Starting May 1, Get There users can log bike trips to qualify for random weekly prize drawings, and grand prize drawings, or to hold the title of Team or Individual Bike Month Champions. Join your work team or form your own team to compete, have fun, and win prizes.

Throughout the month there will be events and pop-up kiosks with free giveaways to encourage and support bike riding all year. Visit [The Shift calendar](#) to find a Bike Month Challenge event or pop-up near you.

**Visit the [Challenge webpage](#) for updates on prizes, events and more!**

### **How to participate**

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2. To find the Challenge, click Programs in the top menu bar of any page then click Challenges to see Bike Month Challenge. If it does not appear under Active, click the Available button. You'll see a big blue arrow on the right side of the screen to click if Move More Challenge is not the first Challenge you see under Available.
3. Create/join a team. If you were sent a link to join a team, you must (1) register at the link (2) join the challenge, and (3) click the team link provided by your Team Captain. To create a team, visit the Challenge page and click the *Create a Team* button. A unique link will be provided for you to invite others to your team.

### **Worksite materials: spread the word through a printable poster/flyer.**

We've created a [poster for you to print](#) (11x17) and display in breakrooms, hallways, locker-rooms and other places at your worksite where employees get information about events and happenings.

## Get There Connect Resources

Looking to encourage and track employee participation and metrics? Set up a dedicated employer network in Get There Connect with a unique URL your employees can use to join. Network managers can use Get There Connect to directly communicate with employees and track organization-wide metrics. Email us at [info@GetThereOregon.org](mailto:info@GetThereOregon.org).

Questions or have support needs/need help? Contact us at [info@GetThereOregon.org](mailto:info@GetThereOregon.org)

## Employer and Team Captain FAQ

### **How do I set up a dedicated employer network in Get There?**

Email [info@GetThereOregon.org](mailto:info@GetThereOregon.org) and our team will help you set one up.

### **How can I create Bike Month Challenge worksite teams for my employees to join?**

Employers or team captains can help create pre-set worksite teams for employees to join before the start of the Bike Month Challenge. Each worksite team needs to be created by a different designated team captain (see steps below). You can serve as a team captain for one worksite team. All teams will need a unique name. If desired, worksite team names can be used that reflect your organization and even different departments or work shifts.

**If you do not want to create pre-set worksite teams**, you can encourage employees to create their own teams or join a team. Here are the steps for team captains to use in creating a team:

1. **Create an account** for free in Get There Connect or log into an existing account **here**
2. **Create** your team and get a unique team link to use to invite others to join at the [Bike Month Challenge](#) page
3. Encourage coworkers and others to join your team and log commute option trips/remote work days during the Bike Month Challenge, May 1-31

**How do prizes work?**

Weekly and grand prize drawings are made randomly from a selection of Get There users in the Portland regional network who log at least two trips per week during May. The “Top Trip-Taking Team” award is a recognition trophy. Top team rankings will be normalized using a formula based on participation percentage to remove the size advantage of larger teams.

**Can we keep worksite teams private/hidden so not just anyone can join?**

No, but team captains can accept/deny team join requests.

**How do our employees join our dedicated employer network in Get there Connect?**

Employees can search for the dedicated employer network upon registration, or once they’re logged in, they can click on their name in the upper right corner > Edit Profile > My Networks and search.

**Can my organization offer internal recognition or prizes to our worksite teams?**

If you already have a dedicated employer network in Get There Connect, you can offer additional recognition and prizes to your worksite teams. Email **[info@GetThereOregon.org](mailto:info@GetThereOregon.org)** to set up a dedicated employer network and/or for help administering internal prizes.

Other questions or have support needs? Contact us at **[info@GetThereOregon.org](mailto:info@GetThereOregon.org)**.