



MEMORANDUM

TO: Nick Kimura, Officers of SMC
VIA: Jeff Simbe, Staff to SMC
FROM: Joyce Crum, Director, Housing and Homeless Division
DATE: April 21, 2015

HSA RESPONSE TO REQUEST FOR INFORMATION – 4/7/2015

REQUEST: MUNI Token Data

The Shelter Monitoring Committee is requesting the following information based on discussions at its March 18, 2015, meeting.

- Please provide the total number of MUNI tokens distributed to each shelter and resource center per month for the first, second, and third quarters of fiscal year 2014-2015.

**Please see the attached Excel Spreadsheet,
“HSA Token Dist – 3 Quearters 2014-15.xls”**

- Please provide the number of distribution occurrences in the first, second, and third quarters of fiscal year 2014-2015.

No site requested or received more than one distribution per month so this information is also found on the attached spreadsheet.

- Please provide the total monetary cost to HSA per month for the MUNI tokens for the first, second, and third quarters of fiscal year 2014-2015.

HSA pays full price for the tokens. The Housing and Homeless Division receives 1,250 tokens per month at a cost of \$2.25 per token or \$2,812.50 per month currently. Between July 2014 and March 2015, the Division received 11,250 tokens for a total cost of \$24,687.50. Of the tokens received, 10,360 were distributed to the sites noted in the attached file as of 3/31/2015.

NOTES:

- **The total cost reflects that MUNI rates went up from \$2.00 to \$2.25 per token as of September 2, 2014.**
 - **As of March 1, 2015, free MUNI is available to qualifying seniors and persons with disabilities. Individuals not qualified for the free MUNI can explore if they are eligible for the MUNI Lifeline Pass that discounts fares and passes by 50 percent.**
- Please provide the written HSA policy dictating the distribution of MUNI tokens to clients.

HSA's MUNI Token Policy, most recently updated in January 2015, is attached.