



## Arizona State University Washington, D.C. Metro Subsidy Program

### Product/Service

ASU Parking and Transit Services offers a subsidy for the Washington D.C. Metro SmarTrip® card, a rechargeable card used to pay Metro rail and Metro bus system fares. It is embedded with a special computer chip that keeps track of the value of the card.

### Eligibility

Arizona State University affiliates of the ASU Barrett & O'Connor Washington Center are eligible to receive the subsidy.

### How to Purchase the Card and Add Funds

Washington D.C.-based ASU affiliates purchase the SmarTrip® card directly from Metro (see <http://www.wmata.com/fares/smartrip/>) and must also [register his/her SmarTrip® card](#).

The ASU affiliate must then contact ASU Parking & Transit Services (PTS) at 480-965-6124 or [parking@asu.edu](mailto:parking@asu.edu) to request the \$82 monthly subsidy as well as any additional pre-tax deductions they wish to have loaded onto the card above the initial \$82. The DC employee must provide their SmarTrip® card number to the PTS Customer Service representative.

ASU PTS Financial Management adds the amounts to the transit pass; ASU PTS Customer Service enters the payroll deduction option for the employee portion.

### Subsidy Levels/Limits

- ASU affiliates receive a \$82/month subsidy onto his/her SmarTrip® card each month.
  - The transit subsidy that is provided to Arizona-based employees was used to determine the \$82 DC subsidy.
- ASU affiliates may add a maximum of \$255 monthly to their DC Metro account, \$173 of which can be a pre-tax deduction.\*

\* This amount is determined annually by the federal government; this current level was set effective Jan. 1, 2016.

### Restrictions

Changes to one's SmarTrip® account must be received by PTS no later than the 5th day of the month to take effect the following month.

No changes can be made to the transit benefits that are added to or subtracted from the SmarTrip® card from the 15th day of the month through the last day of the month, but payroll deductions can be stopped at any time.