

- ▶ **Plan Reimbursements:** The Plan office reimburses for child and elder care expenses in late December, March, June and September.
- ▶ If your partner is also eligible for Plan benefits you may apply for the same child, but must select a different benefit category.
- ▶ May is the last month during the Plan Year to apply for benefits. Parents of newborns are the exception and can apply in the summer.
- ▶ The application and affidavit are legal documents so please complete the information correctly and truthfully.
- ▶ The benefits you receive from the Plan may be considered taxable.

▶ **To receive Plan benefits your relative(s) must live in one of the following counties:**

- Alameda
- Contra Costa
- Marin
- Napa
- Placer
- Sacramento
- San Francisco
- San Joaquin
- San Mateo
- Santa Clara
- Santa Cruz
- Sonoma
- Solano
- Stanislaus
- Yolo

Please pay us a visit or contact us by phone or email if you have any questions:

- **Hours:** Monday and Wednesday — 8:30 a.m. to 4:45 p.m.
- **Address:** 247 Golden Gate Avenue, San Francisco, CA 94102
- **Staff:** Director: Louise Rush
Payment Coordinator: Beatrice Mai
Program Coordinator: Yuritzky Rodriguez
- **Phone:** 415-864-0506
- **Email:** ChildElderPlan@local2benefits.org
- **Website:** www.local2benefits.org



LOCAL 2 HOSPITALITY INDUSTRY
CHILD & ELDER CARE PLAN

PLAN YEAR SEPTEMBER 1, 2022 – AUGUST 31, 2023

The **Child & Elder Care Plan** provides eligible employees with access to benefit programs so they can work productively in the hospitality industry while addressing child, elder or disabled relative care needs. The Plan's benefits reimburse participants for the full or partial cost of providing care for their family members.

Please carefully read the requirements for each benefit and the forms you will need to submit:

- ▶ Enclosed is a chart describing the different financial benefit categories. Find forms on our website, local2benefits.org
- ▶ Two benefits are the maximum you can receive. In addition to a child care or elder care benefit, you are eligible for the Youth Program, College Prep and Counseling, or newborn benefit.
- ▶ Financial reimbursement ends when your child exceeds the age for the benefit, the Plan year ends, or your relative no longer needs the benefit.

LOCAL 2/HOSPITALITY INDUSTRY CHILD & ELDER CARE PLAN: 2022-2023

CATEGORY	DESCRIPTION	UPLOAD REQUIRED DOCUMENTS
NEWBORN Up to 12 months \$125/Month	<ul style="list-style-type: none"> Reimburses expenses for child care or supplies during the first year of life. Covers child care inside or outside the parent's home. Apply for and receive this benefit in addition to another benefit. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it.
PRESCHOOL Up to 5 years Up to \$425/Month	<ul style="list-style-type: none"> Reimburses preschool costs for a child not yet enrolled in kindergarten. A preschool child care provider is a person, program or facility legally licensed or license-exempt by the county or state. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it. Provider's child care license or license-exempt status. Child Care Qualification form from our website.²
INFORMAL Up to 13 years \$100/Month	<ul style="list-style-type: none"> Reimburses child care costs for children up to age 13. An informal provider is a person or provider not licensed or registered by the city or state who provides child care. Informal providers often include relatives, neighbors, and friends. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it. Proof of child's address no more than 90 days old: current tax return, report card, official (not handwritten) mail with child's name & address.
SCHOOL AGE 5 to 13 years Up to \$325/Month	<ul style="list-style-type: none"> Reimburses child care costs for a child in kindergarten and up to the age of 13 years. A school age child care provider is a person, program or facility legally licensed or license-exempt by the county or state. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it. Provider's child care license or license-exempt status. Child Care Qualification form from our website.²
YOUTH PROGRAM Up to 18 years Up to \$500/Year	<ul style="list-style-type: none"> Programs include enrichment classes, tutoring programs, classes like Karate or Chinese school, holiday and summer programs, and camps. These programs must be offered by an established organization, agency, or school. Reimburses expenses for disabled children of any age. Apply for and receive this benefit in addition to another benefit slot. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it. If child is disabled, and 18 or over, the Elder/Disabled Relative Qualification form or current IHSS certification.
COLLEGE PREP & COUNSELING 12th graders	<ul style="list-style-type: none"> 12th grade students work with our college partner ScholarMatch through the entire college admissions process—building strong application lists and creating dynamic applications. Apply for and receive this benefit in addition to another benefit. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it.
ELDER/ DISABLED CARE \$160/Month	<ul style="list-style-type: none"> Reimburses expenses for caregiving of a disabled child 13 years or older, disabled spouse, domestic partner, parent, current step parent or parent-in-law, or grandparent. Reimbursable services must be related to the health or well-being of the elder/disabled adult or child. Offers counseling and referral services related to care for elders or disabled relatives. 	<ol style="list-style-type: none"> The Elder/Disabled Relative Qualification form from our website² or current IHSS certification. Proof of relative's address no more than 90 days old: current tax return, phone/utility bill, dated letters from medical or insurance companies. Relative's Social Security card or document with the number on it. If the relative is your parent, submit your birth certificate in English.¹ If the relative is your parent-in-law, submit your marriage certificate and your spouse's birth certificate.*

*If you are applying for the same relative this year, you must still submit forms to prove birth, marriage, or social security number.

¹Birth or marriage certificates in a foreign language must be translated into English. THE TRANSLATION MUST BE VERIFIED BY A NOTARY PUBLIC.

²WWW.LOCAL2BENEFITS.ORG